TOWN OF NEEDHAM ANNUAL REPORT

1711 – 2012

NEEDHAM, MASSACHUSETTS

COVER AND BACK COVER PHOTOS:

The Needham Town Common was decorated with an ice sculpture as part of the New Years' Needham celebration. The cover is a picture of the ice sculpture with Town Hall in the background. The back cover is a picture taken inside the "Blue Tree" that is lit during the holiday season on Town Common. Pictures are taken by Tom Leary.

This 2012 Annual Town Report is Dedicated to Ron and Lois Sockol

Ron Sockol was born in Newport, Vermont and Lois Katz was born in Flatbush, New York. Their formative years were spent in quite different environments: there were 5,000 students in Lois' high school, yet there were 5,000 people in the whole town of Newport, Vermont. Lois went to three elementary schools and two high schools and during her senior year in high school, her family relocated from Brooklyn, New York to Newton, Massachusetts. Ron's family moved to Brookline when he was 10 years old. Lois and Ron met on a blind date when Lois was 17 and Ron was attending Babson College. They became engaged when Lois was 19. Ron entered the Army as a medic and served during the Korean War. Just out of basic training, Ron and Lois were married on Flag Day, 1954, a day that Lois wanted to be sure that Ron would never forget. The Sockol's bought their first home in West Roxbury and, during the years between 1959 and 1964, had four children, Michael, Eric, Jon, and Jim. With four growing children, Ron and Lois began to look for a home to raise their family and thought Needham would be a good place. In 1967, they bought land and built a house at 100 Macintosh Avenue.

Ron became involved with youth sports while his children were young. He was involved with Pop Warner Football for 30 years, and served as president once. He also served as president of the Little League twice and enjoyed coaching basketball. His sports involvement led to civic awareness as Ron realized other volunteer opportunities were open to enrich the lives of Needham residents. Ron was a member of the Needham Community Council Board of Directors. He also served as the President of the Rotary Club. Ron's most memorable civic contribution was using his skills as a building contractor to help construct the second floor on the Memorial Park building. Although the project began as a roof repair, Ron was able to work with other volunteers to design the project to fit a very limited budget. Many people came forth to help out and the project was done in a short amount of time. The renovated building now has room to store sports equipment as well as two meeting rooms. Another momentous occasion was the Centennial Football game between Wellesley and Needham. Ron was very involved in the organization of the event. The game was a year in the making and their son Jim ran 98 yards for the longest run of the game. Ron has served as a Trustee of Memorial Park for 20 years. Ron and many volunteers worked together to create the Memorial Park Gardens. With the help of the Needham Rotary, Ron organized the memorial for 9/11 located in the center of the gardens. Ron is a Town Meeting Member and will be entering his 25th year in this role.

Lois was a public school teacher in Newton for 22 years. For several years she taught ice skating at Tabor rink, which is now known as St. Bart's skating rink. This will be her 28th year as a Town Meeting Member. She loves the democracy of town meeting, and the dynamics of it. Even though her opinion may not always be in the majority, she loves the respect people show for each other while debating issues. Lois is a past president of the Needham Community Council, and former member of the Board of Directors. While serving in the Council one project she helped create, and which she remains the most proud of, is the English as a Second Language program. She is happy that the ESL program is still actively in existence. Lois is past president of the Rotary Club. As an active member of the Temple Beth Shalom, Lois served as former chair of the Social Action Committee. The biggest project she was involved in at the Temple was Project Ezra, which is a joint project between the Needham Community Council and the Temple.

(continued on reverse side)

Project Ezra feeds approximately 100 families at Christmas in Needham. Lois has served as a Library Trustee since 1994.

Given the multitude of projects in which Lois has been involved, she quickly states that of all things, she is most proud of her 4 children and the 9 incredible grandchildren they have given her.

Ron and Lois hope the Town never moves away from the Town Meeting form of government. They feel it is the most democratic and like the representative form of government as opposed to an open format. They feel that it keeps them honest to have to answer to constituents in their precinct. Both Ron and Lois want Needham to retain its "Norman Rockwell" like environment. They hope that the Town does not grow so large that neighbors fail to recognize each other.

They both hope that the Town maintains the same goals and does not lose sight of the small details. Ron and Lois both think that one of the reasons that Needham is so special is the cadre of volunteers that work to accomplish so much in the Town. They both strongly believe in giving back. They feel they have been fortunate in life and that it is important to give opportunities to others.

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APPENDICES

A Message from the Board of Selectmen

The Annual Town Report is a document that is issued each spring containing information from the fiscal year that ended the previous June. First and foremost, the report is intended to provide citizens with an accounting of the appropriations and expenditures of the previous fiscal year. The report also contains descriptions of the operations and accomplishments of the various Town departments, boards, and committees, and those regional organizations that had an impact on the operations of the Town in fiscal year 2012.

The Town produces several other documents that will provide residents and property owners with information on Town operations. The Town Manager's Fiscal Year 2014 proposed budget can be obtained from the Office of the Town Manager or at the Town's website at www.needhamma.gov. The budget document contains an analysis of the Town's current financial condition and trends affecting municipal finance. Also included in the proposed budget are goals and objectives of the various departments, boards and committees for the coming year. A companion document to the Proposed Budget is the 2014-2018 Capital Improvement Plan, a summary of which is included in the Proposed Budget for easy reference. The CIP contains valuable information about the capital projects that have been funded in the past four years and those proposed for fiscal year 2014 through 2018. The document also includes a comprehensive list of the Town's outstanding and proposed debt financing obligations. The entire 2014 – 2018 Capital Improvement Plan is also available on the Town's website. The warrant for the 2013 Annual Town Meeting is also available online. It provides interested residents with the items that will be debated at the Town Meeting. The warrant includes the Annual Report of the Finance Committee, as well as the Finance Committee's proposed budget for fiscal year 2014. The warrant also includes a summary table of the Town's current debt obligations.

The Board of Selectmen and Town Manager wish to thank the Town staff and the many citizens, volunteers, committee members and others, whose invaluable contribution of time, energy and talent makes it possible for Needham to maintain a well-managed, civic-minded community. At the end of this Annual Report you will find a list of the many individuals who have served the Town this past year. Residents wishing to volunteer for any board or committee appointed by the Selectmen should send a letter of interest to the Selectmen's Office at Town Hall or visit www.needhamma.gov/committeevacancy.

~ Community Profile ~

The Town of Needham is located on rocky uplands within a loop of the Charles River in Eastern Massachusetts. The town is bordered by Wellesley on the west and northwest, Newton on the north and northeast, the West Roxbury section of Boston on the east, Dedham on the southeast and south, and Westwood and Dover on the south. Needham is ten miles southwest of Boston, twenty-nine miles east of Worcester, and about 208 miles from New York City. The town has a total area of 12.70 square miles and a total land area of 12.61 square miles.

Needham is situated in the greater Boston area, which has excellent rail, air, and highway facilities. Principal highways are State Routes 128 (the inner belt around Boston) and 135, and Interstate Route 95, which shares the same roadway as State Route 128. Commuter rail service is available via four stations to Back Bay Station and South Station in Boston. Needham is a member of the Massachusetts Bay Transportation Authority (MBTA), which provides fixed bus route service between Needham Junction and Watertown Square.

Needham was incorporated in 1711 and has experienced numerous changes over its history. Early settlers relied primarily on agriculture and grazing plus some winter lumbering with orchards and tanneries as supplements in the 1700s. Saw and gristmills were opened along the Charles through the 18th century. Extension of the rail and land speculation encouraged settlement, and the town saw the growth of industrial employment and production at the same time during the mid-19th century. Needham manufacturers made knit goods, underwear, hats, shoes and silk, although attempts to cultivate silk worms were short-lived.

Land speculation, housing development and knitted underwear continued to be the foundation of Needham's economy into the 20th century, with the famous William Carter Corporation prominent in the children's knitwear industry. The construction of Route 128 in 1931 opened portions of the town to development as part of the high-tech highway in the post-World War II electronic industrial boom. The creation of one of the nation's first industrial parks in 1950, the later addition of high technology firms, the improvement of access to Route 128 and Boston, and Needham's fine schools and public services have contributed to the Town's emergence as one of the more desirable suburbs of Boston.

While Needham has developed over the years, population figures have remained relatively stable since the 1970s, ranging from 29,748 in 1970 to 27,901 in 1980 to 27,557 in 1990 to 28,911 in 2000 to 28,886 in 2010 (source: U.S. Census).

GENERAL GOVERNMENT

SECTION CONTENTS:

- Board of Registrars / Town Clerk
- Board of Selectmen / Town Manager
- Commissioner of Trust Funds
- Department of Finance
  - Assessors
  - Accounting
  - Information Technology
  - Parking Clerk
  - Treasurer / Collector
- Finance Committee
- Legal Department
- Moderator
- Needham Contributory Retirement System
- Personnel Board

NEEDHAM TOWN HALL – 1471 HIGHLAND AVENUE

TOWN CLERK

Theodora K. Eaton, MMC, Town Clerk, Sharon L. Tedesco, Dept. Assistant, Helen F. Atkinson, Assistant Town Clerk, Kevin T. Pendergast, Dept. Assistant, Louise E. MacLean, Part-time, Joyce M. Carlezon, Part-time, Marie Crimmins, Part-time

Historically, the position of Town Clerk dates back to biblical times when clerks were often considered scribes or scholars. Their writings became the official records of the period. Today the Town Clerk continues as the official record keeper for the town and records all official business conducted at Town Meetings and elections and provides a wide variety of services to the general public as well as local, state and federal governments. The major functions of the Town Clerk's Office are spelled out in over 73 chapters and 400 sections of the Massachusetts General Laws as well as local Town By-Laws. Other responsibilities include records management, registration and certification of vital statistics, voter registration, licensing, compilation of the Annual Census and the Street/Voting Lists, Board of Appeals and Planning Board decisions, and the most complex - those relating to elections and Town Meeting. Fairly new is the State Ethics Commission's enabling act of 2009 which requires city and town clerks to provide municipal employees, including elected and appointed officials, with an annual summary of the Conflict of Interest Law as well as instruction on how to complete the mandatory online training requirements biannually. Another part of this legislation, the revision of the Open Meeting Law, provides that municipal clerks are now required to post meeting notices and agendas of all committees and boards at least 48 hours prior to the meeting exclusive of Saturdays, Sundays, and holidays. This seemingly simple requirement can be quite time consuming in a community of over 30,000.

The Town Clerk's Office is often considered the core of local government serving as the central information point for local residents. The Town Clerk's Office serves as Commissioners to Qualify Oath of Office for the Commissions Division of the Office of the Secretary of The Commonwealth and, until January 1, 2012, as licensing agents for the Division of Fish & Wildlife. At that time the Division of Fisheries & Wildlife began to issue licenses electronically. One of the requirements was that the State's vendor would withdraw license fees from the town's checking account on a weekly basis. Since this was not permitted by most communities (including Needham) we could not continue selling Fish and Game licenses. From July, 2000 until May, 2011 the Town Clerk's Office served as a Passport Agency for the U. S. Department of State. The U. S. Department of State has determined that offices in which birth certificates are issued can no longer serve as a Passport Agency. Luckily, the Needham Town Manager's Office has taken over this process.

The number of Town Meetings and elections varies from one fiscal year to the next ranging from one Town Meeting and one Election to multiple Town Meetings and Elections (not including any specials called by the Commonwealth of Massachusetts or the Board of Selectmen). The Annual

Town Election is held on the second Tuesday in April and the Annual Town Meeting begins on the first Monday in May according to Needham's Town Charter. Fiscal Year 2012 had two Special Town Meetings, two elections, and one Annual Town Meeting compared to three Special Town Meetings, three elections, and one Annual Town Meeting in FY2011. The following is a comparison of the number of elections and town meetings in Fiscal Year 2011 and 2012:

Fiscal Year 2012

- Special Town Meeting – Monday, November 7, 2011
- Presidential Primary – Tuesday, March 6, 2012
- Annual Town Election – Tuesday, April 10, 2012
- Annual Town Meeting -Monday, May 7, 2012
- Special Town Meeting – Monday, May 14, 2012

Fiscal Year 2011

- State Primary – Tuesday, September 14, 2010
- State Election – Tuesday, November 2, 2010
- Special Town Meeting – Monday, November 8, 2010
- Special Town Meeting – Monday, March 14, 2011
- Annual State Election – Tuesday, April 12, 2011
- Annual Town Meeting – Monday, May 2, 2011
- Special Town Meeting – Monday, May 9 2011

The Special Town Meeting of November 7, 2011 disposed of 15 articles in one session; the Annual Town Meeting beginning May 7, 2012 disposed of 42 articles in four sessions; and the Special Town Meeting of May 14, 2012 held within the Annual Town Meeting disposed of 12 articles.

FY2012 HIGHLIGHTS:

The November 7, 2011 Special Town Meeting approved 13 of the 15 articles including funding in the amount of $8,075,000 for a new Senior Center; and $6,300,000 for renovations and improvements to the Reservoir B Sewer Pump Station. Article 8, adoption of a Stretch Energy Code, was referred to the Board of Selectmen for further study. The 2012 Annual Town Meeting approved one Zoning By-Law amendment, one General By-Law amendment, and one Home Rule Petition regarding the off-premises Sale of Alcohol. The Zoning and General By-law amendments were subsequently approved by the Attorney General. Under Article 10 Town Meeting approved the FY2013 Operating Budget in the amount of $117,705,784. Total appropriations including the Operating Budget approved at the Annual Town Meeting totaled $139,673,903. An additional $1,230,000 was authorized for borrowing. The May 14, 2012 Special Town Meeting approved one Zoning By-Law amendment subsequently approved by the Attorney General; and borrowed $1,175,000 to purchase two properties at 89 School Street and 59 Lincoln Street.

The following is a comparison of the Town of Needham's vital statistics compiled during the past six fiscal years.

VITAL STATISTICS

	FY2012	FY2011	FY2010	FY2009	FY2008	FY2007
Births To Residents:						
7/1/11- 12/31/11	149	132	164	161	164	156
1/1/12 - 6/30/12	149	129	126	134	170	132
TOTAL BIRTHS:	**298**	**261**	**290**	**295**	**334**	**288**
Deaths: Residents						
7/1/11- 12/31/11	125	117	139	106	98	154
1/1/12- 6/30/12	183	126	122	124	64	127
	308	243	261	230	162	281
Deaths: Non-Residents						
7/1/11- 12/31/11	73	124	114	114	164	118
1/1/12 - 6/30/12	117	111	150	147	59	141
	190	235	264	261	223	259
TOTAL DEATHS:	**498**	**478**	**525**	**491**	**385**	**540**
Marriages:						
7/1/11 - 12/31/11	51	69	50	57	61	55
1/1/12 - 6/30/12	30	31	26	43	29	35
TOTAL MARRIAGES:	**81**	**100**	**76**	**100**	**90**	**90**

DOG LICENSES ISSUED:
7/1/11- 6/30/12

	FY12	FY11	FY10	FY09	FY08	FY07
Male and Female Dogs @ $15.	238	164	169	150	179	193
Spayed and Neutered Dogs @ $10.	2513	2591	2361	2423	2299	2237
Kennels @ $ 25.	45	42	41	37	30	28
Kennels @ $ 50.	9	7	7	7	6	6
Kennels @ $100.	0	0	1	1	0	0
Hearing Dogs - No Charge	0	0	0	1	0	0
Seeing Eye Dogs - No Charge	1	0	1	3	0	0
Transfers @ $1.00	5	3	3	13	6	8
Prior Years' Licenses (27@$10/3@$15)	30	28	19	25	15	17
Replacement Licenses @ $1.00	16	31	17	24	8	2
TOTAL	**2857**	**2866**	**2619**	**2684**	**2257**	**2510**

FISH AND GAME LICENSES ISSUED:
7/1/11 - 1/01/12

	FY12	FY11	FY10	FY09	FY08
Class F1 - Resident Fishing	8	55	78	86	81
Class F2 - Resident Fishing Minor (Age 15-17)	1	3	0	5	5
Class F3 - Resident Fishing (Age 65 - 69)	2	14	13	15	14
Class F4 - Resident Fishing (70 or over) or Handicapped		31	31	32	25
Class F6 - Non-Resident Fishing		0	0	0	1
Class F7 - Non-Resident Fishing (3 Day)		0	0	0	0
Class F8 - Resident Fishing (3 Day)		0	2	1	2
Class F9 - Non-Resident Citizen Minor (Age 15 to 17)		1	0	0	0
Class F10 - Quabbin One Day Fishing (Quabbin only)		0	0	0	0
Class H1 - Resident Citizen Hunting	8	9	16	21	14
Class H2 - Resident Citizen Hunting (Age 65 - 69)	2	1	0	2	2
Class H3 - Resident Citizen Hunting, Paraplegic		0	1	2	1
Class H4 - Resident Alien Hunting		0	0	0	0
Class H5 - Non-Resident Hunting, Big Game		0	0	0	0
Class H6 - Non-Resident Hunting, Small Game		1	0	0	0
Class H7 - Non-Resident Commercial Sheeting Preserve/ 1day		0	0	0	0
Class H8 - Resident Minor Hunting (Age 15-17)		0	1	0	0
Class H9 - Resident Commercial Shooting Preserve (1 day)		0	0	0	0
Class S1 - Resident Sporting	1	5	20	24	27
Class S2 - Resident Sporting (Age 65 - 69)		1	3	3	4
Class S3 - Resident Citizen Sporting (Age 70 or over)	5	23	19	22	20
Class S4 - Resident Minor Sporting		0	1	0	0
Class T1 - Resident Trapping		0	1	0	0
Class T2 - Resident Trapping Minor		0	1	0	0
Class T3 - Resident Trapping, Age 65-69		0	0	0	0
Class DF- Duplicate Fishing		0	0	0	0
Class DH - Duplicate Hunting		0	0	0	0
Class DS - Duplicate Sporting		0	0	0	1
Class DT - Duplicate Trapping		0	0	0	0
Class M1 - Archery Stamp	6	8	14	16	23
Class M2 - Massachusetts Waterfowl Stamps	1	14	13	8	15
Class M3 - Primitive Firearms Stamp	4	11	15	20	19
Class W1 - Wildland Conservation Stamp, Resident	22	88	135	157	149
Class W2 - Wildland Conservation Stamp, Non-resident	4	2	0	0	1
TOTAL	**64**	**267**	**364**	**414**	**404**

FISCAL YEAR REVENUES PAID TO TOWN TREASURER

Fiscal Year	2012	2011	2010	2009	2008
Passports	0	3,650.00	5,550.00	4,350.00	7,805.00
General Fees	82,911.30	113,498.42	97,816.73	95,550.86	96,054.44
Liquor Licenses	74,724.00	70,095.00	84,470.00	58,130.00	69,580.00
Other Licenses	19,823.00	21,192.00	20,662.00	19,857.00	20,255.00
Dog Licenses	30,731.00	30,089.00	27.840.00	28.282.00	27,044.00
Fish & Game	34.25	141.70	210.15	241.10	235.95
	$208,223.55	**$238,576.12**	**$236,548.88**	**$206,410.96**	**$220,974.39**
SOS, UCC	0.00	0.00	0.00	0.00	0.00
Reimbursements	0.00	0.00	0.00	0.00	0.00
Sub Total	$208,223.55	$238,576.12	$236,548.88	$206,410.96	$220,974.39
Fish & Game Pd to State	605.25	2,487.50	4,006.50	4,583.25	4,559.00
TOTAL	**$208,828.80**	**$241,063.62**	**$240,555.38**	**$210,994.21**	**$225,533.39**

The Town Clerk's Office is oriented to serve the public and is open daily from 8:30 A.M. until 5:00 P.M. Monday through Friday and from 7:30 P.M. to 9:00 P.M. on the second and fourth Tuesday evenings except for July and August when the office is open from 7:30 P.M. to 9:00 P.M. on the third Tuesday evening. Please check with the Town Clerk's Office for any changes in special evening hours.

BOARD OF REGISTRARS

John W. Day, Chairman
Barbara B. Doyle
Mary J. McCarthy
Theodora K. Eaton

The Board of Registrars consists of four members of which one member is the Town Clerk by virtue of the office. The remaining members are appointed by the Board of Selectmen for alternate three year terms. This Board can be compared to an Election Commission in a city and the Elections Division of the Office of the Secretary of the Commonwealth at the state level. The board must always contain, as nearly as possible, representatives of the two leading political parties - Democrats and Republicans - and no more than two members of each.

The Town Clerk and office staff carries out the functions of the Board of Registrars. These responsibilities include the conduct of elections and recounts, voter registration, compilation of the Annual List of Residents, publication and circulation of the voting and street lists, certification of signatures on nomination papers and petitions, and recording of Town Meeting attendance.

The polling places have been designated as follows:

Precinct A - Hillside School - Gymnasium	Precinct F - Stephen Palmer Community Room
Precinct B - Hillside School - Gymnasium	Precinct G – Broadmeadow School Performance Center
Precinct C – High Rock School - Art & Library	Precinct H – Broadmeadow School Performance Center
Precinct D – High Rock School - Art & Library	Precinct I- William Mitchell School – Gymnasium
Precinct E - Pollard Middle School – Inner Room	Precinct J- William Mitchell School – Gymnasium

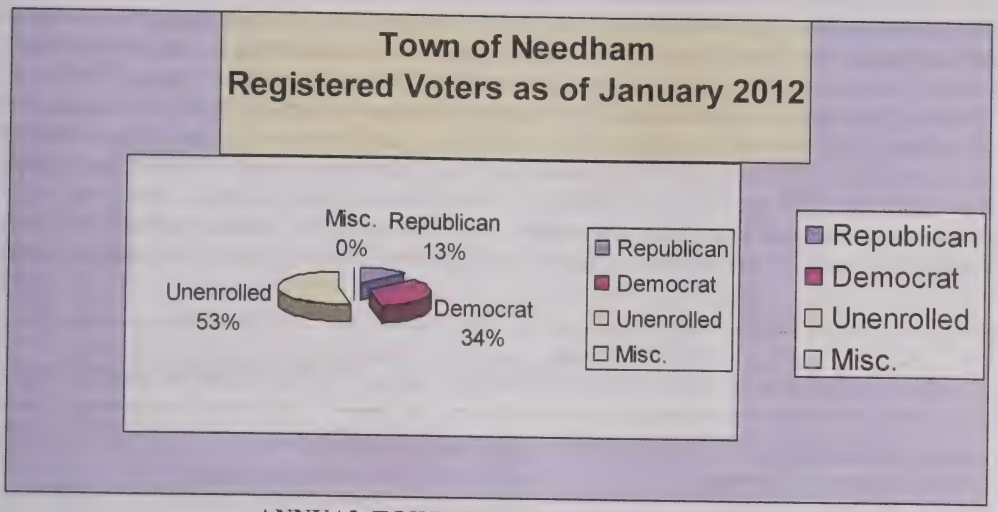
FY2012 HIGHLIGHTS:

The Board of Registrars conducted two elections in Fiscal Year 2012 – the Presidential Primary, Tuesday, March 6, 2012 and the Annual Town Election, Tuesday, April 10, 2012. The following is the voter turnout and percentage of the registered voters in Needham for the two elections in Fiscal Year 2012:

Presidential Primary	**March 6, 2012**	**3,150 or 15.33%**
Annual Town Election	**April 10, 2012**	**4,418 or 22.50%**

The Annual Town Listing of Residents was conducted by mail again this year and for the first time in many years, included all vacant homes. 68.28% returned the census forms over a three month period. We then reviewed those addresses that had not responded and sent out follow-up census forms. Once again, the Annual Census included a request for Veteran status. The dog license renew application was included and has been well received by dog owners. In accordance with Massachusetts General Laws the Annual Census is used to purge the Town's voting list, provide a listing for use by the Jury Commission, provide listings of school-age residents under the age of 21 for the School Department, and compile the list of dog owners. It is also used for public safety purposes as well as federal funding. It is very important to get a full and accurate count. In order to accomplish this, we need each and every household to send in their census forms and we'd like to see an even greater return in 2013.

Upon completion of the local listing, confirmation notices were sent to all those registered voters who were not reported as living in Needham on January 1st. Those voters who proved residence were reinstated; those voters who responded with notification of a residence outside of Needham were removed from the Voting List; and those voters who did not respond to the confirmation notice were placed on the inactive voting list. The inactive voter status remains until the conclusion of the second biennial state election at which time those inactive voters are permanently removed from the Town of Needham's voting list. Names were also removed because of death and other changes in voting status. Upon completion of the annual census, the total number of registered voters was 19,475 plus 1,163 inactive voters. 2012 Population for the Town of Needham includes 30,351 residents plus 1,163 inactive voters for a total of 31,514. The registered voters were comprised of 6,604 Democrats, 2,490 Republicans, 10,341 Unenrolled, 11 Green-Rainbow, and 29 miscellaneous political designations. 1,163 inactive voters brought the total number of registered voters to 20,638.



ANNUAL TOWN CENSUS POPULATION

ALL	VOTERS +	INACTIVE VOTERS	RESIDENTS	* ALL
1990	17,693	-----	28,568	
1991	18,284	-----	28,470	
1992	18,092	-----	28,134	
1993	18,504	-----	28,074	
1994	17,703	-----	28,384	
1995	18,212	-----	28,740	
1996	18,490	-----	29,156	
1997	19,306	-----	29,340	
1998	19,514	-----	29,925	
1999	18,237	1,159	28,630	29,789
2000	18,271	1,358	28,860	30,218
2001	18,741	1,111	29,019	30,130
2002	18,555	1,372	29,237	30,609
2003	18,593	900	29,376	30,276
2004	18,437	1,474	29,107	30,581
2005	18,712	994	28,996	29,990
2006	18,396	1,209	29,078	30,288
2007	18,642	1,043	29,414	30,457
2008	18,903	1,370	29,452	30,822
2009	19,463	934	29,973	30,907
2010	19,269	1,350	30,128	31,478
2011	18,802	1,320	29,636	30,956
2012	19,475	1,163	30,351	31,514

* Includes Inactive Voters beginning in fiscal year 1999

The 2010 Federal Census was conducted in April, 2010 with a stated population for the Town of Needham of 28,886. It is interesting to note that the Federal Census counts students as living at their colleges and universities while the Town counts students as living as the home of their parents. This can account for the difference in local and federal population figures. The Local Elections Districts Review Commission has approved the town's federal census numbers and this will become effective on December 31, 2011. After that, the Town's voters must be notified of their new polling locations and all Representative Town Meeting members must run for election at the April 10, 2012 Annual Town Election. Those Town Meeting members who receive the top one-third votes will receive the three-year term. Those with the second one-third votes will receive the two-year term. And those with the last one-third votes will receive the one-year term.

BOARD OF SELECTMEN / TOWN MANAGER

BOARD OF SELECTMEN
Gerald A. Wasserman, Chairman
Daniel P. Matthews, Vice-Chair
John A. Bulian, Clerk
Maurice P. Handel
James G. Healy (July – January)
Matthew D. Borrelli (April – June)

Kate Fitzpatrick, Town Manager
Christopher Coleman, Assistant Town Manager/Operations
Elizabeth Dennis, Director of Human Resources

DEPARTMENT STAFF
OFFICE OF THE TOWN MANAGER
Sandy Cincotta, Support Services Manager
Nikki Witham, Department Specialist
Lorraine Lederhos, Department Assistant

HUMAN RESOURCES
Sophie Grintchenko, HR Administrator,
Ellen Reulbach, Administrative Assistant

The Board of Selectmen consists of five individuals elected for staggered three-year terms, and serves as one part of the Executive Branch of government for the Town, which it shares with other elected and appointed boards. The Board of Selectmen customarily meets on the second and fourth Tuesdays of the month, except in July and August, when meetings are generally held only once per month, and in April, when the Board's meetings are scheduled around the annual municipal election. Meetings begin at 6:45 p.m. at Town Hall. From 6:45 to 7:00 p.m., residents who wish to informally discuss matters with the Board may do so. Residents are asked to contact the office and make an appointment. Other meetings may be scheduled as needed and are posted at Town Hall and on the Town's official web site www.needhamma.gov.

The Board of Selectmen appoints a Town Manager, who, along with the Assistant Town Manager/Operations, is responsible for the administration of the day-to-day operation of the Town, including direct oversight of all departments. The Director of Human Resources provides personnel and benefit management assistance to all Town Departments, Boards and Committees. The Assistant Town Manager/Operations, the Director of Human Resources, and the Assistant Town Manager/Finance serve with the Town Manager as the Town's senior management team, responsible for negotiations with, and contract administration for the Town's six general government collective bargaining groups.

FY2012 IN REVIEW

Selectmen Organization

In April 2012, John A. Bulian and Maurice P. Handel were re-elected to three-year terms on the Board of Selectmen and Matthew D. Borrelli was elected to a two-year term to the Board of Selectmen, filling the vacancy left earlier in the year following the resignation of James Healy. Following the annual Town election, the Board re-organized with Gerald A. Wasserman as Chairman, Daniel P. Matthews as Vice Chairman, and John A. Bulian as Clerk.

During Fiscal Year 2012, the Town's 300th anniversary celebration activities continued with 4th of July activities including a family picnic, an old fashioned baseball game, a spectacular commemorative 300th anniversary parade float and an aerial photograph taken for the 300th celebration. Anniversary activities concluded with a day long celebration rededicating the newly renovated Town Hall, a mini gala held in the restored auditorium, and a formal gala held under a tent on Greene's Field.

PROGRESS TOWARD BOARD GOALS FOR THE COMMUNITY

The Board of Selectmen set the following goals for FY2012:

1. **Maximize the use of Town buildings and ensure that Town and School services are housed in buildings that provide suitable and effective environments.**
   - Funding for the new senior center was approved at the November, 2011 Special Town Meeting and construction began in the spring.
   - Renovation of the Town Hall was completed and Town Hall re-opened in October, 2011.
   - Condition assessment reports for the Hillside, Mitchell and Pollard Schools were developed, and a plan to address identified needs was incorporated into the five year Capital Improvement Plan.
   - The "Newman at Pollard" and Pollard roof projects were completed in the summer of 2011.
   - Funding for a feasibility study for the School Administration/Emery Grover Building was included in the 2013 Capital Improvement Budget.
   - A working group met over the year to develop a list of options for re-use of the buildings at Ridge Hill.

2. **Continue efforts to maintain and improve the vitality and economic success of Needham Center.**
   - Funding for the acquisition of 37-39 Lincoln Street, 59 Lincoln Street, and 89 School Street to expand the amount and utility of parking in the Lincoln Street/Chestnut Street parking lots and allow for expansion of the Police/Fire Station was approved by Town Meeting.
   - The Town entered into an agreement with Needham Bank to consolidate the municipal and private lots in Needham Center which will increase the availability of customer parking, particularly at night and on weekends.

- The final phase of the Chapel Street Improvement Project was completed, including the installation of a granite crosswalk, sidewalks, HP ramps, and a pathway behind the new Town Hall.
- Powers Hall Use Regulations were developed and implemented.
- The Board of Selectmen began a series of hearings intended to determine whether the Town should consider off-premises sale of alcohol. A home rule petition was approved at the 2012 Annual Town Meeting.

3. **Increase Needham's economic base through the development of the NEBC.**
   - The November, 2011 Special Town Meeting approved dimensional changes, including the discretionary special permit waiver of 25% of dimensional requirements (except height) in the New England Business Center.
   - The Highland Avenue Turnback project moved to full 25% design.
   - The Town continues to meet with representatives of MassDOT to ensure that the "Add-a-Lane" project is moving forward consistent with the Town's interests.
   - The Town and the City of Newton submitted a joint grant request to study the use of the unused rail right of way between Highland Avenue and the Needham Street corridor for mass transit, alone or with a shared use recreation component.

4. **Continue working toward energy efficient and environmentally sound operations for both the Town and its residents and businesses.**
   - The Board of Selectmen created a Green Communities' Study Committee to determine whether the Town should participate in this program.
   - The Town engaged the services of a consultant to perform energy audits of ten municipal and school buildings. Recommendations provided in the report were included in the five-year Capital Improvement Plan.
   - The Town continued its review of the possibility of erecting a meteorological tower to gather information about the feasibility of installing a wind turbine at the closed landfill. Ultimately, it was determined that the project was not feasible.

5. **Maintain and develop amenities that contribute to the desirability of Needham as a place to live and work.**
   - The Board of Selectmen appointed a committee to evaluate the replacement of the Greene's Field play structure and to consider renovation of the adjacent fields.
   - The Town participated in a three-town working group with Dover and Medfield to explore the possibility of creating a shared use recreational trail on the abandoned railroad right of way connecting the towns. The Board of Selectmen sent a letter of interest to the MBTA relative to leasing the corridor.

6. **Maintain and enhance the Town's Financial Sustainability.**
   - More than 87% of the Town's benefit-eligible employees were converted to Rate Saver programs, resulting in significant budget savings.
   - The Town continued to emphasize and support the need for reserves increasing the fund balances in the Workers' Compensation Reserve, the Capital Facility Fund, and the Capital Improvement Fund. A new Athletic Facility Stabilization Fund was

created at the 2012 Annual Town Meeting.

The following table highlights facility and infrastructure investment over the last five years.

Facility and Infrastructure Investment
2009 to 2013

Description	2009	2010	2011	2012	2013	Total
Open Space		920,000	800,000			1,720,000
Municipal Facilities	7,760,000	18,204,837	548,000	8,075,000	40,000	34,627,837
Townwide Facilities and Community Service:	1,870,000	507,200	455,600	622,500	1,247,315	4,702,615
Public Works Infrastructure Program	1,090,000	1,000,000	2,186,300	1,300,000	6,128,000	11,704,300
School Facilities	1,030,000	27,668,728	4,052,000	1,078,000	85,000	33,913,728
Drains, Sewer, and Water Infrastructure	4,322,500	2,533,300	1,483,800	8,269,500	879,300	17,488,400
Total	16,072,500	50,834,065	9,525,700	19,345,000	8,379,615	104,156,880

COMMISSIONERS OF TRUST FUNDS

Heydon Traub, Vice-Chairman
Joseph P. Scalia, Chairman
Louise Miller, Secretary

Our mission as Commissioners of Trust Funds (COTF) is twofold: 1) prudent investment of Needham's various Trust Funds, using a long-term horizon, and 2) prudent disbursement of Trust Funds in a manner consistent with the donor's wishes. Our third goal is to increase the number of assets we oversee, and to prudently grow those assets.

In 2009 and again in 2011, Needham COTF formally updated our endowment investment policy for Trust Funds, specifying a percentage target range of asset allocation among various asset classes. This policy delineates our target asset allocation among various asset classes. Trust Funds are pooled for investment purposes, (yet accounted for separately), which allows for a reduction of management fees and a broadly diversified portfolio, including Fixed Income investments, and Domestic and International Equity securities.

The COTF currently have oversight of 85 trusts. About 50% of assets are Needham school related, with most of these trusts earmarked for scholarships, awarded annually to Needham High School graduating seniors. About a quarter of the assets in the overall Needham Trusts are for general use purposes of our town Library. The remaining 25% of trusts are for a wide variety of purposes, such as Parks and Recreation, the Council on Aging, Domestic Violence Prevention, the Community Revitalization Trust, Drug and Alcohol Abuse Prevention, and others.

Through contributions to existing trusts, establishment of new trusts, prudent financial management, and modest investment market gains, the Trusts have grown over the past ten years

from a total of $2.2 million at the start of fiscal year 2002, to about $5.0 million at the end of fiscal 2012.

In complying with the various trust agreements we emulate a time honored practice used by Foundations and Endowments, to disburse about 4% of a Trust's balance each year, irrespective of the earnings in the prior year. With the goal of realizing a return from our Trust's diversified portfolio in the 6%-8% range per annum over a market cycle, we thus expect the value of the Trusts to grow slightly and preserve the inflation-adjusted value of the Trusts for future generations. This fiscally disciplined approach allows a more predictable annual stream of disbursements, rather than relying on the rate of return in any one particular year, and has been well received by the beneficiaries of the Trusts.

Our third goal is to increase the visibility of the Town Trust Funds. Contributions to existing trusts are always welcome, and a new trust to benefit some aspect of town life can be established for as little as $5,000. The Trust Fund Commissioners continue to seek contributions and bequests from civic minded citizens with a desire to improve our community for present and future generations. We are eager to assist in the establishment of additional trusts, and will work with town residents, estate planners and attorneys to establish a Trust for any worthy civic purpose. A trust is a wonderful way to commemorate an individual, a special event, or to support a designated Town purpose.

We also believe that the Trust Funds' investment strategy could be beneficial to other Needham organizations. For example, funds raised and held in low interest bank accounts, by private and non-profit town groups and organizations, with the approval of Town Meeting, could be moved to the Needham Trust Funds roster and thus take advantage of the lower management fees and investment diversification that the larger pool of assets allows. Please contact the Commissioners or the Town Treasurer's office if you or your organization would like further information about the Town Trusts.

The Battle for Ridge Hill

Float from Tercentennial Committee

DEPARTMENT OF FINANCE

David Davison, Assistant Town Manager/Director of Finance; ***Accounting****: Michelle Vaillancourt, Town Accountant; Therese Altieri, Assistant Town Accountant; Lisa McDonough, Administrative Specialist ; Suzanna Patch, Accounts Payable Administrative Specialist; Cynthia Salamone, Payroll Administrative Specialist;;* ***Assessing****: Hoyt B. Davis, Jr. Administrative Assessor; Nancy Martin, Administrative Coordinator; Chikako Park, Assistant Administrative Assessor; Karen Rogers, Department Specialist; Stanley Winston, Data Collector;* ***Collector and Treasurer****: Evelyn Poness, Town Treasurer and Tax Collector; Kristen Bent, Department Assistant 2; James "Gordon" McMorrow, Department Assistant 1; Marie Northup, Department Specialist; Jane Ounanian, Department Assistant; Diane Ryan, Assistant Collector and Treasurer; Dawn Stiller, Department Specialist;* ***Information Technology Center****: Roger MacDonald, Director of Management Information Systems; Benjamin Anderson, GIS/Database Administrator; Steve Freeman, Computer Operator; Matthew Tocchio, Network Manager; Lawrence Weaver, Financial System Application Manager;* ***Office of the Parking Clerk****: Tom Leary, Parking Clerk*

DEPARTMENT DESCRIPTION

The Department of Finance consists of the offices of Director of Finance, Accounting, Assessing, Collector and Treasurer, Information Technology, and Parking Clerk. The Department is responsible for the overall financial management of the Town, including advising and updating the Town Manager, Board of Selectmen, Finance Committee, and other interested parties on the Town's financial condition. The Department also provides and supports system-wide applications and the Town's network. The Information Technology Center also supports and hosts a number of specific software applications for various functions of municipal government. Services provided include, but are not limited to, preparation of the five-year Capital Improvement Plan, financial status reports, cash management, debt management, property valuation assessments, citizen assistance programs, property tax and utility billing, collection activities, risk management, audit review and internal financial controls. Additionally, the Department oversees Town compliance with the Uniform Procurement Act, supports all aspects of the Town's data processing and network operations, and hears appeals on and enforces the collection of parking fines.

The Department is responsible for complying with a myriad of municipal finance laws and regulations as well as meeting the financial reporting requirements of the Federal and State governments. These financial controls are essential in order to properly safeguard taxpayer dollars. Much of the activity of the Department of Finance involves the day to day management of the Town's finances including the $116 million general fund budget, $15 million in special revenue, $17 million in enterprise funds (water, wastewater and solid waste), as well as trust funds. The Department also monitors and reviews the capital spending activity of all departments. The Department processes the payroll including all monthly, quarterly and annual reports for Town and School employees. On a weekly basis the Department processes hundreds of invoices for payment to vendors, for services and supplies, procured by Town departments.

FY2012 HIGHLIGHTS

Fiscal year 2012 was the second year since the Town implemented the Government Accounting Standards Board's (GASB) Statement 54 which reclassified how certain funds are reported. The

new classification now includes the general and capital stabilization fund balances as part of the General Fund rather than as other Governmental Funds. One effect of this reporting change was the total fund balance ratio to General Fund revenue increased markedly when compared to the prior reporting model. This ratio was 17% for fiscal year 2011, and 20% for fiscal year 2012. Under the prior model, the ratio for fiscal year 2010 was 12.3%. Overall the fiscal year 2012 year end results were keeping with management's underlying long-term planning goals of sustainability. As noted, the General Fund balance now includes the stabilizations funds; however, the legal purposes and governance of the stabilization funds have not changed and appropriations to and from the Funds still requires a vote of Town Meeting.

The Town began construction of the new Senior Center in the Needham Heights. The project budget was funded at $8,075,000, and the State committed to a grant of $100,000 for amenities for the new facility. Through the efforts of many, donations, estimated to be a few hundred thousand, will also provide funding for some upgrades to the building and equipment that would be used for various programs to be held in the new center. The Town also began its $6,300,000 Reservoir B sewer pump station replacement project. The Reservoir B pump station is one of nine that services the community and serves a number of residential properties including the commercial park district (now called Needham Crossings) which abuts Interstate 95. The reconstruction will also address environmental concerns that have been raised because of its location next to the Charles River.

The Town also approved funding for the purchase of four parcels. All the parcels to be purchased abut property owned by the Town. After the sales have been completed, the next phase would be to remove the existing buildings on the properties and do site improvements so to increase the amount of available parking in the downtown business area and provide additional parking next to the fire and police stations. The purchase has also opened possibilities for a future renovation and/or expansion of the public safety complex.

The Town moved forward with a condition assessment of the Hillside and Mitchell elementary schools. The Town held several public discussions on whether to replace or otherwise significantly upgrade the two elementary schools. The Town will file statement of interests with the Massachusetts School Building Authority (MSBA) for the two projects. Our assumption continues to be that at least one of the two elementary school projects would be eligible for financial assistance from the MSBA. The current estimated cost for the two buildings is approximately $100 million.

The Town took steps to further shore up reserves by appropriating $325,000 to its Workers Compensation Reserve Fund for claim contingencies that may exceed the annual appropriation and not be covered by excess loss insurance. The Town required no draws against any of the stabilization funds (Capital Improvement Fund, Capital Facility Fund, and General Stabilization Fund), but the Town did appropriate $640,370 to these funds between the May 2012 and November 2012 Town Meetings. The Town also established a new stabilization fund, the Athletic Facility Improvement Fund at the May 2012 Town Meeting with an initial appropriation of $282,728.

Submitted as part of the Annual Town Report and can be found in the appendices are the following FY2012 reports:

1. General Fund Balance Sheet
2. Statement of Net Assets for each of the three enterprise funds
3. Statement of Budget Appropriations and Expenditures
    a. General Fund
    b. Solid Waste Enterprise Fund
    c. Sewer Enterprise Fund
    d. Water Enterprise Fund
    e. Community Preservation Administrative budget
4. Schedule of Trust Funds
5. Tax Rate Recapitulation as Approved by the Department of Revenue

Finally, if you have any questions or concerns, please do not hesitate to make contact. Members of the Finance Department wish to continue our commitment to improving customer service and seeking better ways to perform our responsibilities and duties.

Accounting Office – The Accounting Office began the process of selecting a new accounting and financial software system during 2012. In addition to the day-to-day work that is done by the staff, they will be directly involved in the analysis, set-up, testing, and the eventual roll out of the new software applications. The Department welcomed Lisa McDonough, as the new part-time administrative specialist. She will provide extra help in keeping the accounts payable operations going as full-time staff focuses time on the set-up and testing of the new software application.

Assessing Office - The Assessing Office is responsible for the administration of a wide range of state laws pertaining to ad valorem taxation. Valuation of all real estate and personal property, as well as the administration of the Massachusetts state motor vehicle excise tax, is done on an annual basis. Information related to all residential, commercial/industrial and personal property is maintained and updated on an ongoing basis. Upon the completion of the Annual and Special Town Meetings and receipt of warrants from county and state funding sources, the financial information is processed in preparation for the setting of the tax rate by the Board of Selectmen and the Board of Assessors at the annual classification Public Hearing.

The Assessing Office staff completed 100% of all the inspections of properties that were issued permits by the Building Inspector's office, which added new value to the property. All these inspections were completed prior to June 30, 2012. This is the statutory deadline for the collection of New Growth for the following fiscal year.

A collaborative effort with the Treasurer/Collector's office was begun in 2012 to eliminate repetitive billing of accounts for real and personal property that are either no longer in existence or are considered by the Tax Collector, for one reason or another, to be uncollectable. This continuing effort will result in more efficient and cost effective collection efforts in the future.

Fiscal year 2012 was highlighted by the Department of Revenue (DOR) Triennial Revaluation

certification review. This involves an intense statistical review by representatives of the DOR of the Assessor's office methods of establishing values for all real and personal property in order to ensure fairness of assessments across all strata of property in these areas. The proposed values for fiscal year 2012 were certified by the Department of Revenue on December 22, 2011. The total value of all real, personal and exempt property in Needham for fiscal year 2012 was $8,444,116,870.

Of the 10,664 Real and Personal property accounts billed in FY2012, the value of 74 of those properties, or .006% saw changes in their value through the abatement process vs. .004% in FY2011. The average adjustment in tax dollars for FY2012 was $2,223 vs. $1,613 for FY2011.

Parcel Types	2010	2011	2012
Single Family	8,334	8,346	8,331
Condominium	755	772	784
Two Family	281	277	269
Three Family	16	15	16
Four + Family	27	26	25
Other Property	4	5	5
Vacant Land	187	178	174
Chapter Land	13	13	13
Mixed Use	24	24	24
Commercial	373	370	373
Industrial	45	45	43
Personal Property	1,091	620	587

The Town adopted the small business personal property exemption effective in fiscal year 2011. The exemption is only applicable to personal property accounts that have a total assessed value that is less than $5,000. Personal property accounts with a total assessed value which exceeds $5,000 are not eligible for the exemption. The adoption of the exemption reduced some non-cost efficient administrative demands on the office by eliminating the need to bill small tax accounts that generate minimal tax revenue. As mentioned above some of these past accounts have been uncollectable and the Office worked with the Tax Collector to identify, confirm and, where appropriate, abate those bills. Over four hundred previously low dollar value taxable accounts were eliminated from the tax roll for the year.

The Office also saw the retirement of one of the members of the Team in fiscal year 2012 as Sandra Evans ended almost two decades of service to the Town. Her high spirits and good humor will be missed. Sandra was replaced by longtime Treasurer/Collector staff member Karen Rogers, who brings 10 plus years of customer relations experience to the office.

Collector and Treasurer Offices - The Treasurer's Office receives and invests all revenue received by the Town. In maintaining these funds, safety, liquidity, and yield are the basis for all decision making. The safety of Town funds is of utmost importance. Sufficient balances must be maintained to assure the timely paying of all expenses. Balances in excess of expenses must be invested in a prudent manner in accordance with state statutes. Due to the instability in the open

market even the most conservative investments had limited options. The Department updated the investment policy in 2009 to reflect the changes that have occurred. Interest rates had fallen to some of the lowest levels in recent history and have remained essentially flat for over three years. The outlook for FY2013 shows limited upswing in interest income as interest rates continue to remain below one percent in most instruments that the Treasurer is legally allowed to invest. The Treasurer earned $103,123 in interest income for the General Fund during fiscal year 2012.

The Treasurer's office welcomed Ms. Jane Ounanian to fill a long time vacant part time position and welcomed Ms. Marie Northup to the Real Estate Administrative Staff position to fill the vacancy left by a long time employee.

During fiscal year 2012 the Treasurer's office, thanks to the generosity of Needham residents, awarded $16,500 in property tax relief to the elderly and disabled to 40 Needham households. The property tax assistance appropriation of $15,051 was awarded to 31 Needham households.

The Treasurer issued $2,460,000 in long term debt and $14,762,000 in short term debt. Also, during Fiscal Year 2012 the town took advantage of the favorable bond market and refunded $10,995,000 in old higher interest rated debt. Needham submits all financial data to Standard and Poor's (S & P) credit rating agency. Once again S & P returned a rating of AAA on all long term debt and a rating of SP-1+, the highest rating possible on short term debt. The total long term debt outstanding as of June 30, 2012 was $85,101,440.

The Office of the Tax Collector ensures that all bills, i.e. real estate, personal property, excise, and, water and sewer are billed timely and in accordance with state statutes. The continued monitoring and pursuit of delinquent accounts is essential to maintaining a strong collection rate. The recession has not had a significant impact on collections. During FY2012, approximately $114.6 million in billed revenue flowed through the Office of the Collector. The collection rate for all receivables billed through the department remained high. The property tax collection rate remains very strong with more than 98% paid by the due date.

- Real Estate Tax Collections $ 92.1million
- Motor Vehicle and other Excise $ 4.4 million
- Personal Property Tax Collections $ 3.3 million
- CPA Surcharges $ 1.6 million
- Delinquent and Deferred Tax Collections (Including penalties and interest) $0.7 million
- Ambulance Service Fee Collection $0.6 million

	2010	2011	2012
Sewer and Water Bills Issued	46,017	45,641	45,507
Real & Personal Property Tax Bills Issued	44,267	43,402	42,720
Motor Vehicle Excise Bills Issued	27,934	28,096	28,111

Information Technology Center - The Information Technology Center (ITC) continues to support the 300 plus pieces of hardware that are used by approximately 275 Town employees. This hardware includes desktops, laptops, printers, and cell phones. During fiscal year 2012 the ITC spent a large amount of time in finalizing, setting up and implementing the move of employees back to Town Hall making sure that the network and connectivity to the network was available for employees as they moved in. They were also involved in the oversight of the technology move from PSAB to Town Hall as well as setting up local and network printing for the departments in Town Hall. ITC worked to ensure that technology was available for the Special Town Meeting that occurred weeks after Town Hall opened for normal business. This included coordinating the setup and installation of wireless access at the Town Hall as well as helping with the setup of projection and sound in the Powers Hall. At the same time the ITC was involved in preliminary planning of technology at the Center At The Heights.

The ITC throughout fiscal year 2012, was involved in many short and long term internal and external department projects. These include the installation of wireless access to the PSAB and Public Safety, creating redundant data centers for business continuity purposes, exchange upgrade, upgrading the fiber bandwidth, upgrading the NPD mobile units, NPD message switch upgrade, moving to a third party printer service/maintenance/disposables provider, water meter reader hardware upgrade, parking ticket software upgrade and installation, Town Manager's Twitter account, snow and ice area upgrades, change in lockbox payment retrieval, ambulance billing, Highway Department RSMS upgrade, Town Clerk State computer upgrade, new Accounting/Payroll HR application selection, Needham Channel use of Town's fiber network for building program transmission, Station 2 hardware upgrades, zoning map updates, online GIS access, Fleet Maintenance application upgrade, EOC upgrades, FTP site, DOR consortium application upgrade.

Office of the Parking Clerk - Parking activities within the Town is administered through the coordinated efforts of several different Town departments. The Police Department conducts enforcement activities in response to the needs of the community. The Highway Department performs installation, signage, repair and maintenance activities. The Finance Department through the Treasurer's Office, is responsible for the collection of fines and penalties, and the resolution of parking appeals through the office of the parking clerk.

In November, the Department welcomed Tom Leary as the Parking Clerk who agreed to assist after Debra Smith, who served as parking clerk for two decades, chose to end her tenure to explore other opportunities. We wish Debra Smith well in her new endeavors. The Town also engaged the services of Complus Data Innovations (CDI) as the successor of the previous company which processes the ticket payments. CDI has been in the parking ticket management business for over 25 years.

In February, a consistent system was put in place to identify and follow-up on delinquent violators who now receive monthly notices which apply penalties in accordance with current policies. Online collection of delinquent violation payments and penalties are now allowed, as are credit card payments for overdue fines and penalties. The CDI parking violation software that is utilized enables the staff in the Treasurer's office and the Parking Clerk to track notice and

payment activity and view original ticket images.

The Office of the Parking Clerk holds weekly hours for hearings and requests are accepted in person, by mail and online. The Parking clerk maintains ongoing contact with Treasurer's Office staff, the Police Department, the Highway Department, CDI, and parking violators. A fair and impartial process for investigating and resolving disputes is in place. The operation of parking meters is inspected to promptly identify and report meters needing repair to the Highway Department which responds and makes repairs as necessary.

FY	FY2010	FY2011	FY2012
Tickets	7,413	6,494	4,699
Appeals	390	333	250
Appeal %	5.3%	5.1%	5.3%

FINANCE COMMITTEE

Richard Reilly, Chair
Rick Zimone, Vice Chair
John Connelly
Richard S. Creem
Richard Lunetta
Gary McNeill
Steven Rosenstock
Lisa Zappala
Louise Mizgerd, Executive Secretary

Under the Needham By-Laws, the Finance Committee is responsible for recommending a balanced budget to Town Meeting for its consideration and vote. Of equal importance, the Finance Committee makes recommendations to Town Meeting on capital requests and on policies and principles of sound fiscal management. The Committee is also mandated by state law to "consider any and all municipal questions for the purpose of making requests or recommendations to the town." (See Massachusetts General Laws, Chapter 39, Section 16.)

The Finance Committee works cooperatively with the Town Manager each year to reach a balanced budget recommendation for Town Meeting's consideration that meets the needs of the Town and is fiscally prudent. In achieving the goal of presenting a balanced budget as well as

capital recommendations to Town Meeting, the Finance Committee asks probing questions of department managers and town management. Requested expenditures often exceed estimated revenue, making these questions not only worthwhile but essential to the budget process. The process includes meetings, site visits, research, and analysis on behalf of Town Meeting members and the citizens they serve. Through this process, the Finance Committee strives to ensure that Needham is secure in its financial integrity, and that the Town can maintain its infrastructure, and preserve the vital services which benefit its citizens.

FY2012 HIGHLIGHTS

SENIOR CENTER FINANCING

The Finance Committee spent the summer and fall of FY 2012 reviewing and discussing the Senior Center construction project and how the Town could finance the project. The Committee met with leadership of the Council on Aging and the Permanent Public Building Committee and carefully considered the space and staffing needs of the proposed building and the effects on the overall project cost. The Committee also explored the impact the new facility was expected to have on the annual Town operating budget. The Committee analyzed the proposed Facility Financing Plan and discussed how to make the project possible under the Town's debt policies. The Committee met with Public Works officials to discuss the effects of the project on the Town's infrastructure needs. Ultimately, the Finance Committee recommended a plan in which certain road work was deferred, and the building project was financed by debt within the levy.

OPERATING BUDGET RECOMMENDATION FOR FY2013

Economic uncertainty continued during FY2012 at both the State and Federal levels as the Finance Committee worked to propose a balanced budget for FY2013. The Finance Committee began its budget process in December, 2011, when Town departmental spending requests and the School Department's initial budget request were submitted. The Finance Committee held numerous hearings to review each individual department request. As it does each year, the Finance Committee:

- Carefully reviewed every departmental spending request on its own merit and with regard to the impact of each request on citizen services and the Town's infrastructure.
- Met with the Town Manager, department managers, the Superintendent of Schools, School Committee members, and school administrators to discuss budgetary needs.
- Held budget hearings with each department and deliberated in depth on all requests.

The Finance Committee received the Town Manager's executive budget and revenue estimates submitted on January 31, 2012. The Town Manager's executive budget included a line item recommendation for the School Department's FY2013 budget. As authorized in the by-laws, the School Committee also transmitted its voted budget request to the Finance Committee.

The Finance Committee carefully reviewed and considered both the Town Manager's executive budget, which sets forth the Town Manager's and the Selectmen's priorities for the operation of the Town, and the School Committee's voted budget that was developed with input from the School Administration. The Finance Committee worked cooperatively with the Town Manager,

the Finance Director, and other members of the Town Administration, as well as with the Superintendent of Schools and the School Committee, to balance the needs of the various municipal departments with the schools' needs.

The Finance Committee had detailed discussions and worked diligently to prepare a draft preliminary balanced budget recommendation that would be serve the Town for FY 2013, and also for the long term. The Finance Committee's initial draft budget was submitted to the Town Manager on February 15, 2012. The final recommended balanced budget was submitted in March, 2012 and included in the 2012 Annual Town Meeting Warrant. The Finance Committee's recommended FY 2013 budget fully funded most municipal budget requests. The Finance Committee was also able to fund a request by the Health Department for additional hours for a Program Coordinator through savings found in the salary line for that department. The Finance Committee funded an additional staff position in the Finance Department to help alleviate the tremendous work load for the long term due to increased mandates, as well as for the transition to a new financial software system. The School Department budget was funded with over $100,000 more than recommended in the executive budget in order to cover the loss of federal stimulus funds. The Finance Committee identified several areas in the Department of Public Works with potential savings, and recommended an overall decrease of $42,000 to the overall budget of that department. As a result, the Finance Committee was able to recommend to Town Meeting a budget for Fiscal Year 2013 that maintained the same level of services, yet was balanced and fiscally sound.

The Finance Committee's goals and philosophy in reaching a balanced budget recommendation were to:

- Maintain essential services currently provided to citizens and other user groups
- Maintain commitment to infrastructure spending
- Preserve and enhance financial stability
- Encourage long-term planning in all departments
- Evaluate new services and requests

CAPITAL SPENDING RECOMMENDATIONS FOR FY2013

The Finance Committee received the Town's Capital Improvement Plan for FY2013 – FY2017 on January 3, 2012. The Town's annual capital spending is funded from three distinct fiscal sources: Free Cash, debt within the tax levy, and excluded debt. Free Cash is a source of funds generated from unspent appropriations in a previous year. Free Cash available for Fiscal Year 2013 was over $5.3 million, an unusually high level resulting from an unexpected level of new growth in FY11 as well as a one-time recovery of personal property taxes. The Town was thus in the fortunate position of being able to fund all of the first and second tier capital requests for FY13, totaling over $2.6 million. The Town was also in the extraordinary position of being able to augment specialty reserves by almost $600,000 from Free Cash, plus another $650,000 from FY12 Reserve Fund balance.

Recurring requests for on-going programs and replacement schedules, such as for ongoing public facility repairs and basic upgrades, or planned vehicle replacements, represented over 75% of the

primary General Fund cash capital needs for FY2013. Because of the extraordinary level of Free Cash, the Finance Committee also recommended, and Town Meeting approved, funding to replace the Quint Fire Ladder Truck, as well as funding for feasibility and design work for renovations at the DPW complex, both with additional cash.

FY2012 OPERATING BUDGET AMENDMENT

During FY2012, the Town experienced significant savings in the Group Health Insurance budget. The savings was primarily attributable to the conversion of additional employees to the Rate Saver medical insurance plan. Such plans have higher copayment requirements combined with lower premiums. At the May 2012 Special Town Meeting, the Finance Committee recommended, and Town Meeting approved, the transfer of $500,000 of health insurance savings to the Retiree Insurance and Insurance Liability Fund budget line, in order to provide additional funding toward the Town's Other Post-Employment Benefits (OPEB) liability. This additional funding above the required funding level for FY 2012 would increase the OPEB funded ratio and is expected to result in substantial savings over time to OPEB liability.

FUTURE CHALLENGES

Although economic conditions had been expected to rebound, the economy remained sluggish throughout FY2012. Property tax increases based on new growth were expected to improve for FY 2013, but growth rates have proved to be lower than previously forecast. Investment income was expected to remain extremely low. State aid for education was expected to increase for FY2013, but other forms of state aid were expected to decrease. At the same time, the demand for Town services has continued to increase, particularly in the schools. The Town also has increasing infrastructure needs with new buildings and property acquisitions, as well as improved recreation areas. In order to maintain the infrastructure as well as the level of services without burdening future generations, the Town remains committed to achieving sustainability in its budgeting. The goal is to balance the Town's current needs without compromising the ability to meet future needs. The Finance Committee adheres to a policy that operating budgets should be funded with recurring sources of revenue, while non-recurring revenues should be spent on one-time capital expenditures and reserve deposits. The Finance Committee also encourages the Town to be aware of services that are currently dependent on outside grants that may diminish, and to determine which services are integral to the Town and should be incorporated into the annual operating budget.

In budgeting for FY2013, managers were asked to submit budget requests for level, and not expanded services. They were also asked to restrain increases where possible. The Finance Committee found that spending requests overall were carefully considered and balanced. The Finance Committee is cognizant that personnel costs remain a significant part of the budget, and commends the Town Manager's efforts to restrain those costs, particularly legacy costs, where possible. The Committee also lauds the continuing progress made toward funding outstanding pension and OPEB liabilities. The Committee encourages the Town to seek ways to constrain certain escalating costs, including certain departmental overtime and school transportation costs, to ensure sustainability going forward.

The Finance Committee remains committed to working with the Town Manager, Board of Selectmen, School Committee, School Superintendent, Town Administration, and Department Managers in order to encourage careful long-term planning. The Finance Committee believes that long-term planning efforts can help prepare for any challenges that may lie ahead.

The Finance Committee deliberates the operating and capital budgets fairly and openly at all times. The Committee meets most Wednesdays from September through June, and the public is encouraged to attend any meeting. The meetings are posted with the Town Clerk at Town Hall. Members of the Committee are appointed by the Town Meeting Moderator. Each Finance Committee member dedicates countless hours to achieving a budget that is a fair and equitable to recommend to Town Meeting. The Committee further believes that its independent and objective recommendations help make Needham a vibrant and secure place to live.

LEGAL DEPARTMENT

David S. Tobin, Town Counsel

The Legal Department of the Town of Needham provides legal advice to Town Departments, attends all sessions of Town Meetings and Selectmen's Meetings and meets with other Boards when requested. The Legal Department drafts and approves all contracts when requested, represents the Town in the courts and before administrative agencies, and assists in the drafting of legislation, by-laws and regulations.

BUDGETARY DATA

a.	Salaries	$ 68,664
b.	Purchased Services	$271,636
c.	Expenses	$ 532
d.	Communications	$ 3,931
e.	Total	$344,762
f.	Full-Time Employees	0
g.	Part-time Employees	1

FY2012 HIGHLIGHTS

During Fiscal Year 2012, commencing July 1, 2011 and ending June 30, 2012, in addition to the advice given to Town officials on a daily basis, the Legal Department accomplished the following:

- The Legal Department represented the Town, its boards and/or officers and employees in various courts and before various administrative agencies and handled all related litigation matters, unless covered by a contract of insurance.
- The Legal Department negotiated, drafted, approved, interpreted and/or assisted in resolving conflicts with respect to numerous contracts for the Board of Selectmen, Finance Department, Permanent Public Building Committee, Department of Public Facilities, School Department, Department of Public Works, Water and Sewer Department, Park and Recreation Commission, Housing Authority, Planning Board, Board of Health, and the Fire Department.
- The Legal Department assisted in the drafting and presenting of Home Rule Petitions to the General Court.
- The Legal Department advised the various Town officials, agencies, boards and commissions on legal matters as they arose.
- The Legal Department engaged and worked with outside counsel to represent the town in the following matters:
    - Labor relations
    - Litigation
    - Cable TV

FY2013 FORECAST

In Fiscal Year 2013, the Legal Department shall continue to provide legal services to Town agencies at a reasonable cost.

MODERATOR

Michael K. Fee -- Town Moderator

Department Staff: None
Budget: Zero

Mission: The Town Moderator presides over Needham's representative Town Meeting, a "citizen legislature" which under Massachusetts law and our Town Charter holds the ultimate authority over all municipal affairs. For example, Town Meeting must decide each year how much money will be spent on all Town services, including schools, public works, and public safety as well as how much will be spent on our public facilities. Town Meeting's approval is also required to adopt or amend zoning by-laws, general by-laws and at least two-thirds of the Town Meeting must approve the issuance of bonds and the corresponding assumption of long-term debt.

FISCAL YEAR 2012 HIGHLIGHTS

- Town Meeting convened twice in FY 2012, once at a special Town Meeting on November 7, 2011 and at our annual Town Meeting in May 2012 (which included a Special Town Meeting).

- The November Special Town Meeting coincided with the end of the year-long celebration of the Town's Tercentennial. It was the first held in the newly renovated James H. Powers Hall in the beautifully renovated and expanded Needham Town Hall, a venue that has since become the permanent home of Town Meeting.
- During the Annual Town Meeting in May 2012, Town Meeting Members acted on a Warrant containing 42 articles and worked through an operating budget for Fiscal Year 2013 that authorized over $112 million in expenditures for our town.
- The Special Town Meeting held within the Annual Town Meeting in May encompassed an entire evening of Town Meeting.
- The November Special Town Meeting tackled a very full warrant consisting of 15 articles. Because the November 2011 Special Town Meeting coincided with the re-dedication of Town Hall and the 300th Anniversary Gala, the Meeting was attended by numerous dignitaries, including Martin Spurling, the Mayor of Needham Market, Sussex, England, our town's sister city in England.
- Town Meeting Members have now had access to the "Needham Town Meeting Handbook" that I authored and distributed with financial assistance of the Richard Patton Melick Foundation for over ten years. The Handbook appears to have improved the Town Meeting Members' knowledge of our procedures and rules. The Town Meeting Handbook is accessible on the Town website and the implementation of a town government web site has increased the flow of information to Town Meeting Members, including electronic access to the meeting warrants and supporting materials.
- Prior to the Annual Town Meeting, Warrant Meetings sponsored by the Needham League of Women Voters were held at the Pollard Middle School. The League helped arrange and publicize an orientation session that I conducted for newly elected Town Meeting Members. I have also continued my participation in the Massachusetts Moderators Association, where I have access to the best practices employed by Moderators around the Commonwealth.
- The Moderator receives absolutely no appropriation and thus there are no expenditures of public funds to describe in this Report for FY 2012. Any expenses I incur, such as the preparation of educational materials, dues to the Massachusetts Moderators Association and travel to meetings is paid for with personal funds.
- I encourage town residents to become involved in some aspect of our community government, including running for a position as a Town Meeting Member. In addition, ample opportunities are available for service on one of our numerous volunteer committees. The Moderator appoints all members of the Finance Committee and the Personnel Board and several members of other boards and committees, including the new Community Preservation Act Committee. I am proud of the citizens I have appointed to serve their fellow citizens in various positions during 2011. Any citizen who wishes to be considered for a position on one of these bodies should feel free to contact me.

NEEDHAM CONTRIBUTORY RETIREMENT SYSTEM

Retirement Board
Evelyn Poness, Chair
Kate Fitzpatrick
John Krawiecki
Robert Mearls
Thomas Welch
Department Staff:
Mary Clare Siegel, Administrator
Mary Gerber, Administrative Assistant

Instituted in 1937, The Needham Retirement System is a member of the Massachusetts Contributory Retirement Systems and is governed by Chapter 32 of the Massachusetts General Laws. The System, governed by a five member Board, is a fund of $104,147,467. The five members include two appointed by the Town, two elected by the members and retirees, and a fifth member chosen by the other four members with the approval of the Public Employee Retirement Administration Commission. The Board meets on the second Wednesday of the month.

The Board is responsible to its members, the employees of the Town, for the investment of their retirement funds, to inform them of their rights to retirement benefits, and convey any changes in the law which may impact benefits. Prudent cash management and conservative investment of funds has provided a net increase of $88,924,468 since we joined the Pension Reserves Investment Trust in June 1985.

Membership in the plan is mandatory immediately upon commencement of employment for all permanent employees. The plan is a contributory defined benefit plan covering all town employees deemed eligible by the retirement board, with the exception of School Teachers. Needham Teachers are administered by the Teachers' Retirement Board. Active members contribute either 5, 7, 8, or 9% of their regular compensation. This is determined by the date upon which the employee becomes a member of the System.

Members become vested after ten years of service. The System provides for retirement allowance benefits up to a maximum of 80% of a member's highest three year average annual rate of regular compensation. Benefit payments are based upon a member's age, length of creditable service, salary and group classification. For those entering public service in Massachusetts as of April 2, 2012, there will be changes to the retirement calculation with regard to age factors, minimum age for retirement and the use of the highest five year average annual rate of regular compensation.

The Town annually appropriates the amount determined by an independent actuarial study, which incorporates current and future pensions costs and allow funding to be spread over a number of years. The Board has accepted a new actuarial study as of January 1, 2012. Needham's pension obligation will be 100% funded by the year 2030.

PERSONNEL BOARD

John Dennis, Chairman
Patricia Forde, Vice Chairman
Joseph Herlihy
Vivian Hsu
Richard Lunetta
Department Manager:
Elizabeth Dennis, Director of Human Resources

The Personnel Board is a five-member Board appointed by the Town Moderator. The Personnel Board advises the executive branch on strategic human resources and collective bargaining matters. In its duties, the Board is assisted by the Director of Human Resources. The Board works closely with the Town Manager during the development of the classification and compensation plans and personnel policies and making recommendations to Town Meeting as it deems appropriate. The Personnel Board adopts and amends personnel policies on an ongoing basis.

FY2012 ACCOMPLISHMENTS AND ACTIVITIES

In Fiscal Year 2012, the Board continued its regular duties by approving a revised Inspector of Buildings position description which more accurately summarized the responsibilities and attributes of the current position; reviewing and adopting the provisions of a memorandum of agreement with the police union with the movement of the members to the so-called Rate Saver health insurance plans, a three-year health reimbursement arrangement, and reformatting of the wage scale; and approved the creation of four new positions, Support Services Manager in the Town Manager's office, and Applications Administrator in the Finance Department, Assistant Town Planner in the Planning Department, and the stipend position of New Year's Needham Coordinator which is the staff liaison to the New Year's Needham Committee directly reporting to the Support Services Manager or the Town Manager.

One grievance appeal was brought before the Board. The Board heard the cases from both the Town and the Building Custodian and Tradesman Association. After considering all the evidence presented, the Board denied the grievance on the basis that the collective bargaining agreement had not been violated.

Board members also established and voted the salary for elected officials. Ongoing review of revised personnel policies continued.

In the performance of its duties, the Board has a Recording Secretary, Ms. Betsy Spiro, who takes minutes of meetings. The Board would like to thank Ms. Spiro for all of her hard work and dedication.

PLANNING & COMMUNITY DEVELOPMENT

SECTION CONTENTS:

- Conservation Commission
- Planning
- Economic Development

RIDGE HILL – 463 CHARLES RIVER STREET

PUBLIC SERVICES ADMINISTRATION BUILDING – 500 DEDHAM AVENUE

CONSERVATION

Conservation Commission
Lisa Standley, Chair
Paul Alpert, Vice-Chair
Janet Bernardo
Stephen Farr
Marsha Salett
Sharon Soltzberg
Dawn Stolfi Stalenhoef
Department Staff:
Patty Barry, Conservation Division Director
Debbie Anderson
Elisa Litchman

The Needham Conservation Commission is comprised of seven volunteer members appointed by the Board of Selectmen to staggered three-year terms. The Commission is responsible for administering the Massachusetts Wetlands Protection Act (M.G.L. Chapter 131 Section 40) and the local Wetlands Protection Bylaw (Needham General Bylaws Article 6). The Commission receives and reviews applications for projects involving work within or within one hundred feet of wetlands, streams, ponds, or within 200 feet of perennial rivers and streams. In addition to their statutory obligations, the Conservation Commission undertakes broader environmental and land-management functions including:

- Managing Town-owned Conservation Land including the 362 acres at Ridge Hill Reservation.
- Promoting the protection of additional open space through conservation restrictions, land donations and purchases.
- Educating the public about the importance of protecting wetlands and other open space.
- Advising and collaborating with other Town Boards and Committees on matters pertaining to use, management and protection of the Town's natural resources and open space.

FY 2012 ACTIVITIES AND ACCOMPLISHMENTS

Over the course of the year, the Commission continued to see a steady flow of applications ranging in complexity from the construction of single-family homes and additions to more complex construction projects such as the North Hill Life Care Facility, Walker Gordon Field Improvement Project, the issuance of a new Department of Public Works General Maintenance Permit, and several NSTAR Natural Gas Pipeline Projects. During FY2012, the Conservation Commission met formally a total of twenty three (23) times and held a total of ninety six (96) public hearings – nearly 20 percent more hearings than FY 2011 (refer to Table 1).

Table 1: FY2012 Conservation Commission Application Filings & Requests

Type of Application Filing/Request	Number
Notice of Intent	28
Request to Amend Order of Conditions	4
Request for Determination of Applicability	15
Abbreviated Notice of Resource Area Delineation	0
Extension Permit	2
Emergency Certification	2

Type of Application Filing/Request	Number
Certificate of Compliance	30
Minor Modification Request	24
Enforcement Order	8
Trail Maintenance Notification Form	6
DPW Generic Permit Activity Notification Form	8
Exemption Letter	7
Conservation Restriction	0
Notice of Non-significance	1
TOTAL	**135**

In addition to applications reviewed through the public hearing process, the Commission is required to review and act on requests to modify, extend or close out a permit. The Commission handled one hundred and thirty five (135) of these applications and requests during this fiscal year. The Conservation Division also coordinates with the Town of Needham Department of Public Works and Public Facilities, and provides professional expertise on town projects in a growing and more restrictive environmental regulatory time period. Finally, for that small percentage of projects that occur within the Commission's jurisdiction without obtaining a permit in advance, the Commission is responsible for pursuing enforcement to bring such sites into compliance with the state and local wetland regulations. In FY2012, eight (8) projects required the issuance of an Enforcement Order in order to restore or protect wetland resource areas.

In their role as land managers, the Conservation Commission continued its ongoing work to implement the Comprehensive Master Trails Plan and finalize the Open Space Plan. In cooperation with the Trails Advisory Group (TAG), the Conservation Commission has made tremendous progress over the last year in implementing the first priorities of the Master Plan including installing trail signs, kiosks, initiating the trail steward program and improved trail maintenance. With the use of approved Community Preservation Act funding, the Commission contracted Beals and Thomas, Inc. to design, permit and provide construction oversight for the Swamp Trail Boardwalk and Charles River Trail Bridge Replacement Projects. The Commission has partnered with Eagle Scouts Award applicants and the Town of Needham Forestry Department

White-tailed deer (*Odocoileus virginianus*)

Photo taken at Ridge Hill Reservation by Needham Trail Steward Maury Eldridge.

to complete maintenance of several Ridge Hill Reservation trails. The Commission also partnered with Temple Beth Shalom for the annual Spring Trail Day Clean-up.

In January 2012 the Conservation Commission created and voted unanimously to adopt and implement an Ecological Management Plan for Ridge Hill Reservation. The plan's goal for ecological management is to preserve, restore, or enhance the ecological integrity and natural diversity of the Ridge Hill Reservation in a way that protects the values of this important conservation land and that is consistent with the reasons that the Town acquired and protected the land. This plan contains recommended management of Ridge Hill that will protect its habitats and biodiversity.

The Commission encourages the involvement of all interested Needham residents in helping to preserve the natural resources of the Town and expand their use and appreciation. The Commission generally meets the second and fourth Thursday of each month at 7:30 p.m. and all Needham citizens are invited to attend.

PLANNING BOARD

PLANNING BOARD
Bruce T. Eisenhut, Chairman
Sam Bass Warner, Vice-Chairman
Martin Jacobs
Jeanne S. McKnight
Ronald W. Ruth
Department Staff
Lee Newman, Director of Planning and Community Development
Alexandra Clee, Assistant Planner
Devra Bailin, Director of Economic Development

The Planning Board is charged with broad statutory responsibilities to guide the physical growth and development of Needham in a coordinated and comprehensive manner. Specifically, the Planning Board is legally mandated to carry out certain provisions of the Subdivision Control Law (M.G.L., Chapter 41, Section 81-K to 81-GG) and of the Zoning Act (M.G.L., Chapter 40A). These legal responsibilities are reflected locally in the Subdivision Rules and Regulations and Procedural Rules of the Planning Board and in the Town's Zoning By-Law. The specific services that the Planning Board provides are as follows:

Review and Approval/Disapproval of:
- Approval-Not-Required (ANR) Plans
- Preliminary Subdivision Plans
- Definitive Subdivision Plans, including ongoing administration
- Site Plans of certain larger developments (major projects)*
- Residential Compounds (RC's)*
- Scenic Road Applications
- Outdoor Restaurant Seating Applications

* This includes Special Permit Decisions, with legal notices, public hearings, and written decisions; similar statutory procedures are followed for Definitive Subdivision Plans.

Review and Advisory Reports on:

- Site Plans of certain smaller developments (minor projects)
- Applications to the Board of Appeals for variances and special permits
- Petitions for acceptance/discontinuance of public ways

Initiation, Development, and Presentation of Proposed Zoning Amendments to Town Meeting

Preparation and Maintenance of a Master Plan and related planning studies to guide future physical growth and development in Needham (including studies referred to the Board by Town Meeting)

Revisions to "Subdivision Regulations and Procedural Rules of the Planning Board" and printing of the same

Reprinting of Town Zoning By-Laws and Zoning Map

Provision of Information on Planning, Zoning and Development matters to the public (including residents, developers, and other government agencies)

It is important to note that if these services were not performed, the Town of Needham would be without the administration of land use planning and zoning regulations, and may be subject to lawsuits from private developers and citizens alike.

FY2012 ACCOMPLISHMENTS AND ACTIVITIES

Fiscal Year 2010 saw the creation of a Planning and Community Development Department. Previously, the four community development and land use functions had been performed in three Departments namely, Planning, Conservation, and the Board of Appeals. Under this reorganization the Planning and Economic Development functions were retained under a singular budget and the Conservation and Zoning Board of Appeals budgets were combined to create a new "Community Development" budget. A Director of Planning and Community Development was appointed with oversight of both the Planning budget and Community Development budget. Finally, a new Administrative Assistant position was created to support the Planning, Economic Development, Conservation and Zoning functions of the Department. The goal of the reorganization was to meet the identified needs of the then existing departments, to improve operational efficiency, and to enhance service delivery.

Fiscal Year 2012 showed a significant increase in permitting activity over the previous fiscal year as evidenced by a 2.5 fold increase in the number of Site Plan Special Permit applications processed by the Planning Board. In its capacity as a special permit granting authority, the Planning Board processed 10 new applications as "Major Projects" under the Site Plan Review By-Law and issued 19 amendments on previously approved "Major Projects". In addition, the Board processed 1 subdivision plan and a total of 8 plans were endorsed "Approval-Not-Required (ANR)" under the Subdivision Control Law, meaning that the lots created or altered on such plans met minimum frontage requirements.

The Board of Appeals referred 36 applications for variances, special permits, comprehensive permits, and administrative appeals to the Planning Board last year, and as required by the Zoning By-Law, the Board reviewed each application and submitted its recommendations in writing to the Board of Appeals.

During the fiscal year the Department continued its practice of tracking the turnaround time required for its Major Project Site Plan Special Permits and subdivision applications as a way of monitoring the effectiveness and timeliness of our permitting process. Within the monitoring period, the Department tracked the time that elapsed between filing an application and scheduling a public hearing; between the close of the public hearing and the issuance of the Certificate of Action; and between the Board's action and the filing of the written decision with the Town Clerk. The goal was to schedule a public hearing within 5 weeks of receiving an application; to issue a special permit decision or subdivision decision within two weeks of the close of the public hearing; and to file the written decision within 5 business days of permit issuance by the Board. FY2012 saw a 2.5 fold increase in the number of permits issued with an increase from 11 permits in FY2011 to 29 permits in FY2012. Even with this significant increase in work load which included three new large projects namely Wingate at Needham, North Hill, and Digital at 128 First Avenue, the articulated goals were met for two of the three studied criteria. Public hearings were held on average within 30 days of application receipt, decisions were issued within 5 days of the close of the public hearing, with written decisions filed with the Town Clerk within 9 days of permit issuance. Total average time required to process an application was 58 days with a minimum of 28 days and a maximum of 75 days. Included in the special permits during the fiscal year was one outlier project where additional time was required to enable the Petitioner to provide supplemental analysis and plan modifications. When this project is removed from the analysis, total days required to process an application drops to 45. The Department plans to continue to track these events and will submit a similar synopsis with its Fiscal Year 2013 report.

A planning study focusing on the New England Business Center (NEBC) was initiated in Fiscal Year 2011. The 215-acre NEBC is the economic powerhouse of the Town of Needham. In Fiscal Year 2010, the NEBC provided 57 percent of all tax revenue that came from commercially and industrially classified properties in Needham. The study's objective was to identify a balanced plan appropriate to (1) expanding the type of allowable uses and mix of commercial uses within the NEBC so that the park can respond to market demands and fulfill its development potential; (2) expanding the allowable amount of retail and/or other consumer uses and/or restaurant uses on the first floor of multi-floor developments; (3) analyzing which, if any, existing dimensional controls are restraining development, either prohibiting it altogether on smaller lots or not providing sufficient financial incentive to encourage development; and (4) assessing what the traffic and other impacts are of various levels of different uses and/or mix of uses and/or regulatory changes increasing the density of development so that a proper balance can be reached between appropriate fiscal incentives and acceptable levels of impacts on our community. The first phase of the study was completed in FY2011 and recommended changes in the use profile for the park including the expansion of the allowed mix of retail, restaurant and consumer services on the first floor of multi story buildings and the clarification of certain permitted medical uses. Said zoning changes were presented to and adopted by the May 2011

Annual Town Meeting. Phase 2 of the study which relates to dimensional changes was not complete at the time of the May 2011 Annual Town Meeting. Accordingly, the Planning Board advised Town Meeting that it would be back in the fall of 2011 with respect to the NEBC recommended dimensional zoning changes. Said changes were presented to and adopted by Town Meeting in the fall of 2011 and removed dimensional requirements that were providing impediments to development in the NEBC. The changes included reductions in front yard setback and open space requirements along with increases in permitted maximum lot coverage, height and floor area ratio standards. Said adjustments will permit greater flexibility, especially when coupled with a general provision granting discretion to the Planning Board to relax dimensional requirements (except height) up to 25% after making specific findings as to the propriety of the waivers as to a particular project and location. Successful office parks, such as those located in Waltham, Lexington and Burlington, have flourished due to the flexibility of their zoning provisions. In order to foster economic growth, the Town has now incorporated into its zoning code the flexibility required to compete with other communities for development.

To support the development of the NEBC district and provide the required infrastructure, the Department continues to work closely with the City of Newton in relation to the Needham Street/Highland Avenue corridor project, as well as with respect to mass transit uses of the abandoned MBTA rail bed at that locale. We anticipate working together on grants to explore the feasibility of the latter and on pressing for completion of plans for and funding of improvements along the corridor of the former. The Director of Economic Development has been appointed to serve on the 128 Business Council Board of Directors, which may assist in those efforts.

A comprehensive planning study focusing on improving and enhancing Needham Center was completed in Fiscal Year 2009. The planning effort engaged the Town, including municipal officials, citizens, business interests, property owners, and, where appropriate, federal and state transportation agencies, in a focused and prioritized planning effort to improve the downtown area. To assure that Needham Center continues to serve its important social and economic function, the comprehensive planning process achieved two primary objectives: 1) developed a cohesive comprehensive plan for the future of Needham Center, which addresses the land use, infrastructure, parking and traffic issues; and 2) educated and involved the community during plan development to assure a planning effort supported by a broad range of community representatives. Zoning, land use, and dimensional regulations such as height, setbacks and FAR were addressed, as well as parking, finance, marketing and other aspects of creating an attractive context for investment in a mixed-use center. Warrants for zoning changes based on the plan were presented and adopted at the Annual Town Meeting in May of 2009. Implementation of the Plan and its recommended next steps agenda remains one of the primary goals and functions of the Department.

In Fiscal Year 2012, the Planning Board initiated two zoning changes in the Apartment-2 Zoning District. The Apartment-2 Zoning District is comprised entirely of the North Hill Continuing Care Retirement Community, which is in the process of modernizing and expanding its facility. One of the components of that effort is the replacement of its existing 72-bed nursing home with a new expanded nursing facility. The amendment offered would permit an increase in the

number of occupied stories from three to four as well as an increase in the maximum height of a structure from 40 feet to 50 feet. In an effort to limit any potential impacts in the zoning district, the proposed amendment was written narrowly so that the increase in the number of occupied stories and the increase in height would only be applicable to structures or portions of structures that are to be utilized as convalescent or nursing homes (and supportive and/or accessory uses). In that way, it is made clear that any expansion will not be applicable to the apartments that make up the bulk of the North Hill Continuing Care Retirement Community. The zoning amendment was overwhelmingly approved at the Special Town Meeting in November 2011.

The Director of Economic Development served as ombudsman for businesses, town departments and individuals on a wide variety of development issues. During Fiscal Year 2012, the Economic Development Office issued a Commercial Permitting Guide for property owners, developers, brokers, and contractors who want to develop land in Needham. The Guide contains clear, easy-to-follow instructions for seeking permits and approvals from Town boards and departments. Although no permitting guide can provide an all-inclusive look at the permits and approvals required for a specific project, the hope is that the booklet will assist applicants in understanding the basics of Needham's development review and permitting procedures thereby ensuring a more transparent and predictable process.

The Town continued its membership in the Metro West Housing Consortium, which includes Bedford, Belmont, Brookline, Concord, Framingham, Lexington, Lincoln, Natick, Sudbury, Newton, Waltham, Wayland and Watertown. HUD allocated approximately $1 million to the consortium for the development of low and moderate-income housing. As anticipated FY2004 through FY2008 consortium funds ($260,000) were utilized at High Rock Homes, where the Housing Authority, with technical support from the Planning Department, oversaw the replacement of approximately 20 of the 80 existing single-family homes with newly built two-family townhouses on the same lot. Construction of this project, which began in FY2008, was completed in FY2009. FY2009 through FY2013 consortium funds ($280,000) have been allocated to the Charles River Center for the construction of a group home at 1285 South Street. The home will serve individuals with development disabilities. Construction of this new group home is planned for FY2013 and FY2014.

The key challenges facing the Planning Board and Department over the course of the next five years will be securing the successful implementation of the Needham Center Plan and the Land Use and Zoning Plan for the New England Business Center. The State has made mixed-use smart growth development, as envisioned in the Needham Center plan, a priority and has provided the financial assistance required to secure its implementation. Ensuring that Needham takes advantage of its key strategic advantage, namely, four commuter rail train stations, to access those funds and to promote plan objectives remains a key priority and challenge. Additionally, unlocking the economic potential of the New England Business Center remains an overarching goal of the Board and Department.

In closing, the Planning Board welcomes your participation in any of its meetings and, in particular, your expression of agreement or disagreement on positions the Board has chosen to take regarding the development of the Town.

PUBLIC SAFETY

SECTION CONTENTS:

- Building Department
- Fire Department
- Police Department

FIRE DEPARTMENT

88 CHESTNUT STREET

POLICE DEPARTMENT

99 SCHOOL STREET

BUILDING INSPECTOR

David A. Roche, Building Commissioner
Stephen A. O'Neill, Asst. Building Commissioner
Scott W. Chisholm, Wiring Inspector
William A. Kinsman, Plumbing & Gas Insp.
Lawrence E. Lench, Local Building Inspector
Christina D. Hooper, Administrative Specialist
Joseph T. Mullin, Department Assistant

It is the objective of the Building Department to ensure the quality of life of those who live, work and visit Needham by promoting safety in the construction, use, and occupancy of buildings throughout town.

The Building Department is responsible for reviewing applications and plans to construct, alter and demolish any building or structure, for compliance with:

- Zoning By-Laws
- Massachusetts State Building Code
- Massachusetts State Fuel, Gas and Plumbing Code
- Massachusetts State Electrical Code
- Town of Needham Sign By-Law

The Massachusetts State Building Code also requires this department to inspect public buildings in town for public safety. There are:

- 13 places of worship
- 16 day care sites
- Several state group homes
- Several nursing home facilities
- Beth Israel Deaconess Hospital
- Charles River Center
- 8 public schools
- 4 private schools
- One college including dormitory buildings
- 982 apartment units
- 247 hotel units
- Approximately 45 other places of assembly and restaurants

All require inspections throughout the year to insure that these structures comply with the building code for public safety, ingress and egress.

FY2012 PERSONNEL CHANGES

- The Building Department bade farewell to Inspector of Buildings, Daniel P. Walsh who left for a position with the Town of Lincoln, MA, and thanks him for his 19 years of dedicated service.
- The Building Department welcomed Building Commissioner, David A. Roche, having previously served 13 years as Building Commissioner with the Town of Franklin, MA.

FY2012 HIGHLIGHTS

- 4,712 permits issued
- $1,693,088.00 collected in fees
- 9,990 inspections performed, plus emergency calls from Police and Fire
- $170,380,686.00 spent by Needham property owners to construct or remodel
- 1,695,141 square feet of construction to buildings and structures

Activity Compared With Recent Years: Number of Permits / Fees Collected

	2009	2010	2011	2012
Building	1,208/$728,213	1206/$719,332	1386/$955,193	1431/$1,348,237
Plumbing	757/$66,230	660/$48,278	817/$58,156	920/$79,893
Gas	487/$21,466	396/$17,514	463/$19,420	691/$27,913
Wiring	1,060/$115,116	957/$102,246	1160/$127,387	1234/$160,639
Sheet Metal	0	0	42/$7,216	400/$57,223
Signs	24/$2,025	56/$4,475	21/$1,525	30/$2,525
Swimming Pools	7/$1,050	6/$800	7/$1,050	6/$900
Weights & Measures	$5,360	$4,713.50	$9,410.50	State Contract
Miscellaneous Fees	$37,260	$29,482	$26,816	$15,758
Totals	**3,543/$976,720**	**3,281/$926,840.50**	**3896/$1,206,173.50**	**4712/$1,693,088**

	2009	2010	2011	2012
New Single Family Dwellings	66	66	67	75
New Two Family Dwellings	4	4	5	10
New Non-residential Buildings	2	5	3	5
Conversion to Two Family	0	0	0	0
Add/Alter Existing Residential	858	712	942	1006
Add/Alter Existing Non-residential	122	83	108	178
Demolish or Relocate	96	160	101	108

FIRE DEPARTMENT

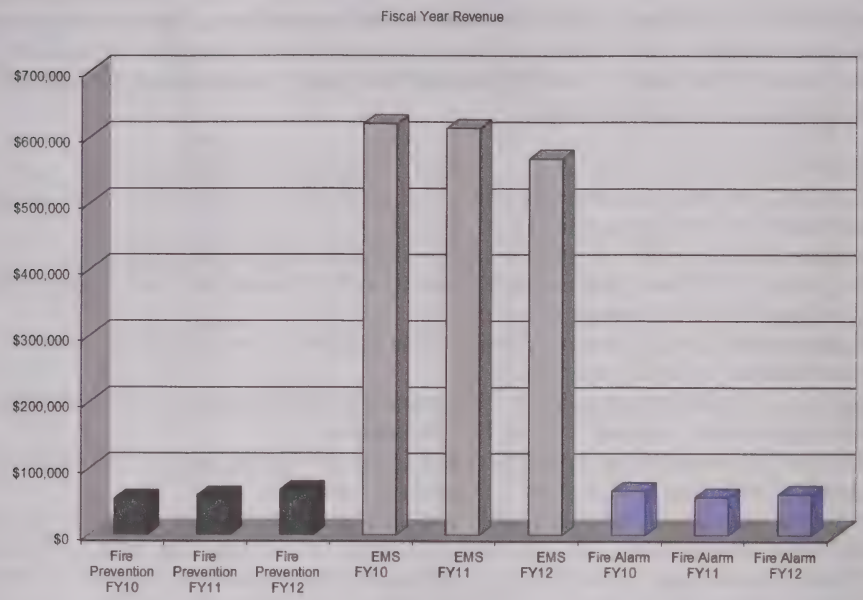
Paul Buckley, Fire Chief

To provide the Town of Needham with an effective, well-trained team of professionals to protect the lives and property of its residents through fire suppression, emergency medical services, emergency disaster preparedness, and fire prevention through fire inspections and education, in the most cost-effective manner possible.

FY2012 HIGHLIGHTS

- August 2011 saw the retirement of Captain William Byrnes. Captain Byrnes had served the residents of Needham for over 34 years.
- Firefighter James Piersiak was promoted to Fire Lieutenant in August 2011.
- In August 2011 FF Peter Cosgrove was promoted to Provisional Fire Lieutenant and in June 2012 he received his permanent promotion.
- The department hired three new Firefighter/Paramedics in January 2012: Patrick Muir, Edward Sullivan, Jr. and Joseph Tierney III.
- In April 2012 the department wished FF/Paramedic Robert Murphy well as he embarked on continuing his career with the Andover Fire Department.
- FF Donald Sullivan retired in April 2012 ending a career of more than 43 years of service.
- Lt Dennis Condon was promoted to Fire Captain in June 2012.
- The department was awarded a $5,265 Student Awareness of Fire Education (S.A.F.E.) grant. This grant program is a state initiative aimed at providing fire safety education to children in Grades Pre-K through 12. In addition, the fire educators of the S.A.F.E. program provided information at various community events including fairs, career days, service organization meetings and children's extracurricular clubs/groups. Fire safety presentations were also made to special needs populations.
- In March 2012 the department received a grant in the amount of $7,015 from the Fireman's Fund Insurance Company. The grant was used to purchase a new power plant and hydraulic controls for the "Jaws of Life". It will be placed into service when our new Engine is placed into service in the beginning of Fiscal 2013.
- Nstar Electric presented a training program to our members on electrical awareness and safety.
- An instructor from the Massachusetts Firefighting Academy presented a program on lightweight construction and the danger it poses to the fire service. Also discussed were tactics and strategies for attack.
- In June 2012 all Firefighters participated in advanced medical interface training. This comprehensive training is mandated for ambulance services which provide advanced life support (ALS) pre-hospital treatment. Successful completion of the training allows the department more flexibility in staffing configurations on the ambulances.
- The department offered a few specialized training programs throughout the year including the annual EMT-Basic/Paramedic Refresher Course and Foam Trailer Unit training.
- In-house training included monthly EMT meetings/rounds, quarterly defibrillation training, Mass Decontamination Unit training, ice sledding and various building tours.

- The Emergency Management Division of the Fire Department secured Federal reimbursement funds from FEMA as a result of extraordinary expenses incurred during Tropical Storm Irene (August 2011). The qualifying expenses totaled $81,400 and we were reimbursed $61,136 in May 2012.



POLICE DEPARTMENT

Philip E. Droney, Police Chief

The police mission is the maintenance of social order within carefully prescribed ethical and constitutional restrictions. This mission contains the following elements:

- Prevention of Criminality
- Repression of Crime
- Apprehension of Offenders
- Recovery of Property
- Regulation of Non-Criminal conduct
- Performance of Miscellaneous Services

Consistent with the above, the department mission is to work with all citizens to preserve life, maintain human rights, protect property and promote individual responsibility. The police department is established under the authority of Massachusetts General Law, Chapter 41, Section 97A.

POLICE DEPARTMENT EMPLOYEES
During the year the full time staff included a total of fifty-seven employees. They included;
49 sworn police officers
3 public safety dispatchers
1 Animal Control Officer
3 Civilian Clerical Staff
1 Mechanic/Custodian

In addition, the department maintained twenty-two traffic crossing supervisors to staff school traffic crossings.

PERSONNEL CHANGES FY12
Chief Thomas Leary retired from the Department after 36 years of service.
Philip Droney was promoted to Chief of Police
Matthew Forbes was promoted to Lieutenant
Timothy Dooher was promoted to Sergeant
Paula Compagnone was hired as Administrative Assistant

DEPARTMENT ASSIGNMENTS FY12
560 child safety seats were installed by Officer James Treggiari during the year. Officer Karl Harmon served as Community Service Officer and Officer R. Vincent Springer served as School Resource Officer.

Officer Leo Schlittler and Sgt Richard Forbes were assigned to Metro-Lec regional computer crimes unit.

The department continued to participate in regional activities with other area police departments in an effort to combine resources and maximize service in areas involving investigative activity, communication technology and tactical deployments.

TECHNOLOGY & PROJECTS FY12

During the fiscal year, the department replaced the dispatch center radio console that was originally installed in 1989. The new radio system features the latest in communication technology integration and conforms to guidelines the Federal Communications Commission is moving toward.

For the fifth year in a row, the police department participated in the International City Manager's Association (ICMA), Center for Performance Measurement (CPM) data collection study. This project allowed the department to evaluate fiscal year activities against those of prior years, and also to compare our agency with other police departments across a wide range of criteria that is common to law enforcement agencies.

FY2012 Activity compared with recent years

Category	FY2008	FY2009	FY2010	FY2011	FY2012
Calls for Service	27402	24414	27322	32490	33595
Incident Reports	1619	1626	1691	1777	1809
Larceny	213	199	238	211	234
Vandalism	81	61	86	83	66
Breaking and Entering	45	33	52	31	43
Assaults	25	44	33	42	30
Drug Violations	18	11	17	25	14
Civil Marijuana Violations			50	54	30
Operating under the Influence	22	32	24	29	28
Adult Arrests and Complaints	323	300	328	318	378
Juvenile Arrests and Complaints	37	24	29	20	27
Traffic Violations	4157	3688	4142	3966	4056
Alarms	1742	1609	1533	1418	1429
Accidents Reported	436	402	419	463	436

The number of calls for police service has increased over FY2011 levels by 3%.

During the fiscal year, the police department was involved in several narcotic investigations which resulted in the arrest of several individuals. The offenses some of these individuals were charged with ranged from possession with intent to distribute crack cocaine, distribution of oxycodone, trafficking cocaine and distribution of heroin.

The number of reported breaking and entering cases has increased from the previous fiscal year.

In late spring, police responded to several burglaries at an apartment complex. The information and evidence obtained by detectives led to the formation of a multi-agency task force to track down and apprehend a career criminal who was burglarizing apartments in several communities. In June, Needham Detectives along with detectives from Brookline, Boston and several other communities arrested an individual and charged him with burglaries in Norfolk, Middlesex and Suffolk Counties. At the time of his arrest, his record indicated that he had been arraigned over three hundred times for various crimes.

The department investigated two businesses in the Town that were fronts for a prostitution operation. The investigation led to the arrest of individuals and the closure of the businesses.

Reported assaults decreased this year, from 42 to 30.

Both adult and juvenile arrests/complaints increased from the previous year.

In FY 2012 the department received $13,025.00 in false alarm fees.

In an effort to keep unwanted and expired prescription medication out of the hands of children, the police department participates in a prescription drug take-back program. Through a combination of a prescription drug disposal safe located in the police department lobby and a semi-annual drug take-back drive, the department collected and safely disposed of 715 pounds of unwanted medication in FY 2012.

SNOW EVENT 'NEMO' FEBRUARY 8, 2013

EDUCATION

SECTION CONTENTS:

- Future School Needs Committee
- Minuteman Regional High School
- Needham Public Schools

MITCHELL SCHOOL – 187 BROOKLINE ST

HIGH SCHOOL – 609 WEBSTER ST

HIGH ROCK SCHOOL – 77 FERNDALE RD

ELIOT SCHOOL – 135 WELLESLEY AVE

SCHOOL ADMIN - 1330 HIGHLAND AVE

FUTURE SCHOOL NEEDS COMMITTEE

David Coelho, Chairman	*appointed by Selectmen*
Heidi Black	*appointed by Parent-Teachers' Council*
Marianne Cooley	*appointed by School Committee*
Ann DerMarderosian	*appointed by Finance Committee*
James Lamenzo	*appointed by Moderator*
Marjorie Margolis	*appointed by Moderator*
Mary Riddell	*appointed by League of Women Voters*
Roger Toran	*appointed by Planning Board*

Each year the Future School Needs (FSN) Committee projects school enrollment for the next ten years. The goal of the projections is to both reflect an accurate picture of the next year's enrollment and determine general trends over the longer term. Historically, accurately projecting the number of students who will enter kindergarten has been the most difficult part of the projection.

BIRTH TRENDS

The births reflect reported births from July 1 to June 30 of each year. The reported births in the July 1, 2011 to June 30, 2012 timeframe were 294. This is an increase of about 13% from the prior year's 261, which was the lowest figure in well over 10 years, and 40 lower than the average of the prior 5 years. We used a six-year average from 2007-2012 to estimate future assumed births (294 per year) for the out-years of 2018 to 2022. Last year's figure was 261, the figure two years ago was 290, and the figure three years ago was 295. Significant changes in births affect our projections and we monitor this each year.

ACCURACY OF PRIOR YEAR PROJECTIONS

Last year we projected total enrollment of 5,399 for the 2012/2013 school year. Actual enrollment is 5,390 -- a difference of 9 students. This represents a 0.17% overstatement, the smallest variance we have experienced. We have shown our projection results for the last 15 years on the chart below.

Year	Projected	Actual	Variance PROJ.to Actual	% Understated/ (overstated)
2012	5,399	5,390	9	(0.17%)
2011	5,402	5,360	42	(0.78%)
2010	5,258	5,301	-43	0.82%
2009	5,143	5,238	-95	1.85%
2008	5,034	5,059	-25	0.50%
2007	5,060	5,003	57	(1.13%)
2006	5,013	4,979	34	(0.68%)
2005	4,915	4,879	36	(0.73%)

Year	Projected	Actual	Variance PROJ.to Actual	% Understated/ (overstated)
2004	4,780	4,838	-58	1.21%
2003	4,611	4,667	-56	1.21%
2002	4,513	4,565	-52	1.15%
2001	4,417	4,439	-22	0.50%
2000	4,411	4,374	37	(0.84%)
1999	4,378	4,334	44	(1.01%)
1998	4,393	4,303	90	(2.05%)
1997	4,209	4,281	-72	1.71%

(Percent understated reflects Actual/Projected in percentage terms.)

The past projections show that FSN usually projects annual enrollment for the next year within 2.0% (14 of the last 15 years). In 8 of the last 15 years the projections were within 1.0%. Since the revised kindergarten methodology was adopted 15 years ago (see below), only once (in 1998, the first year of the census method) was the projection off by more than 2.0%. We always need to keep in mind that these projections are **estimates** and in any given year there could be as much as a 3.0% (or greater) variance.

Public kindergarten attendance increased significantly from the projected 90%, to over 94.10% of all kindergartners, which understated our projection by 30 students. This may be a result of additional in-migration during the January 2012 to September 2012 timeframe. This percentage has been fairly consistent around 90% for the past 3 years (and 6 of the last 8 years). For the coming year we have used a factor of 92.5% to take this sizable increase into account without over sampling one single year.

At many grades our projections were within 5 students. In grades 5, 6, 9 and 12 the variance was between 7 and 11. With the exception of grade 12, these differences represent grades that are traditionally impacted by students moving to private school, vocational schools, or out of the district.

GENERAL METHODOLOGY

Projections for grades 1-12 are determined based on the average of retention factors for each grade for the past five years. A retention factor is the enrollment in a given grade this year divided by the enrollment for the preceding grade last year. A retention factor greater than one indicates there are more children in a grade this year than were in the preceding grade last year. For example, the current retention factor for first grade is 1.0528, which equals 419 (first grade enrollment for 12/13 school year) divided by 398 (Kindergarten enrollment for 11/12 school year). This factor is averaged with the factors from the prior four years to produce the average retention factor this year for first grade of 1.0576.

CENSUS DATA AND KINDERGARTEN METHODOLOGY

The methodology uses the annual census to track pre-school age children in town to help estimate the number who will be kindergarten eligible each year. We then estimate the percentage that will attend public school upon entering kindergarten. Until 2005, there was a clear increasing trend of public kindergarten attendance (91% in 2004, 89% in 2003, 85% in 2002, 80% in 2001 and 77% in 2000). We indicated four years ago that this trend might be topping out. The figures were 89% for 2005, 90% in 2006 and 85% in both 2007 and 2008. The figure for 2009 jumped to 92% and the figure for 2010 was 89%. The actual attendance figure for this year is 94.10%. We used a figure of 92.5% this year for the 13/14 Kindergarten projections.

The accuracy of the overall projections is based largely on the accuracy of kindergarten. The following table demonstrates our kindergarten results over the past 15 years.

Year	Projected	Actual	Proj.-Actual
2012	384	414	-30
2011	408	398	10
2010	386	363	23
2009	404	423	-19
2008	385	399	-14
2007	410	380	30
2006	447	456	-9
2005	405	414	-9
2004	422	433	-11
2003	366	394	-28
2002	347	383	-36
2001	337	339	-2
2000	346	346	0
1999	338	323	15
1998	365	315	50

There are several items that should be pointed out from the above chart. First, kindergarten is extremely difficult to estimate and the results can vary significantly from year to year. It is unreasonable to expect to be consistently within 10 students. Second, although the first year of the revised methodology (1998) produced a difference of 50 students, it was a better estimate than the prior methodology would have produced. Third, when a trend begins or changes our figures will tend to lag for several years before catching up.

We analyze census data each year in determining our projections. We continue to track the census until January 1 of the year following the entrance of kindergarten (we assume for this purpose that the number of children in a grade will be the same on a given September 1 and the following January 1).

Our methodology reflects our best estimate for the projected number of children eligible for kindergarten in September 2013. To do this we used our estimate of 92.5% for public kindergarten enrollment and a METCO kindergarten enrollment of 15 students (the current METCO K enrollment). We assumed that the children eligible for kindergarten in September 2013 would increase to 432 (an increase from the current level of 402 as of 1/1/12). This estimate is based on our analysis of town census data (net in-migration) over the past five years at the pre-school ages. Assuming 92.5% of the 432 attend public school and there are 15 METCO kindergartners, there would be 415 kindergartners in 2013 (432 x .92.5 +15=415). A similar calculation is used against base birth rates and census data to project Kindergarten for 2014 and 2015.

For years beyond 2016, we used a factor of 1.325 times the number of births to estimate the number of kindergarten students. This factor is based on an approximation using the actual and estimated ratios from 2009 through 2015 and is somewhat higher than last year's figure of 1.30.

EFFECT OF ALTERNATIVE KINDERGARTEN AND FUTURE BIRTH ASSUMPTIONS

The assumed values for kindergarten enrollment each year have a significant impact on the long-term projections. We become less confident of our kindergarten estimates (and correspondingly our total estimates) as we move further away from the January 1, 2012 data. By the time we reach the kindergarten estimate for the school year 2018/2019 and beyond, the children have not yet been born and our calculation is based entirely on estimates of future births. In addition to our best estimate projection, we are providing low-end and high-end projections based on alternative assumptions. These projections are intended to show a reasonable range in future years (both above and below our estimate), but there is no guarantee that the actual enrollments in any year will be within the low and high estimates.

For alternative kindergarten assumptions, we assumed low-end enrollment would be 15 students less than the figures on our spreadsheet for school years beginning in 2013, 2014, and 2015. We assumed it would be 20 students lower than expected in 2015 and beyond. For the high-end assumption, we assumed enrollment would be 15 students greater than the figures on our spreadsheet for the school years beginning in 2013, 2014, and 2015 and 20 students greater than expected in 2015 and beyond.

The range for kindergarten was coupled with birth assumptions after fiscal year 2012 of 274 children each year (low-end) and 314 children each year (high-end). This was determined as a difference of 20 (plus or minus) from the estimated births beyond fiscal year 2012 of 294.

The Committee welcomes any comments regarding these projections.

YEAR	1999	06/07			07/08	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17
BIRTHS*		288			334	295	290	261	294	294	294	294	294	294
SCHOOL YEAR		2012/2013		PROJ -	13/14	14/15	15/16	16/17	17/18	18/19	19/20	20/21	21/22	22/23
	GRADE	PROJEC	ACTUAL	ACTUAL										
	K	384	414	(30)	415	379	395	346	390	390	390	390	390	390
	1	418	419	(1)	438	439	401	418	366	412	412	412	412	412
	2	388	390	(2)	426	445	446	408	425	372	419	419	419	419
	3	450	450	0	393	429	448	449	411	428	375	422	422	422
	4	420	420	0	453	395	432	451	452	413	431	377	425	425
	5	436	428	8	423	456	397	435	454	455	416	434	379	428
	6	494	483	11	428	423	456	397	435	454	455	416	434	379
	7	426	421	5	469	416	411	443	386	423	441	442	404	422
	8	413	410	3	420	468	415	410	442	385	422	440	441	403
	9	428	421	7	420	431	480	426	420	453	395	433	451	452
	10	398	399	(1)	420	419	430	479	425	419	452	394	432	450
	11	368	369	(1)	398	419	418	429	477	424	418	451	393	431
	12	376	366	10	366	395	416	415	426	473	421	415	447	390
	TOTAL	5,399	5,390	9	5,469	5,514	5,545	5,506	5,509	5,501	5,447	5,445	5,449	5,423
	K-5	2,496	2,521	(25)	2,548	2,543	2,519	2,507	2,498	2,470	2,443	2,454	2,447	2,496
	6-8	1,333	1,314	19	1,317	1,307	1,282	1,250	1,263	1,262	1,318	1,298	1,279	1,204
	9-12	1,570	1,555	15	1,604	1,664	1,744	1,749	1,748	1,769	1,686	1,693	1,723	1,723
		5,399	5,390	9	5,469	5,514	5,545	5,506	5,509	5,501	5,447	5,445	5,449	5,423

* REFLECTS JULY 1 TO JUNE 30 BIRTHS

MINUTEMAN REGIONAL HIGH SCHOOL

Minuteman is a four-year public high school in Lexington, Massachusetts founded in the Career and Technical Education tradition. Minuteman serves the member towns of: Acton, Arlington, Belmont, Bolton, Boxborough, Carlisle, Concord, Dover, Lancaster, Lexington, Lincoln, Needham, Stow, Sudbury, Wayland, and Weston and teaches more than 700 diverse young men and women from local communities across eastern Massachusetts. Minuteman is a REVOLUTION IN LEARNING, preparing every student for success in college, industry and life.

NEEDHAM ENROLLMENT

As of October 1, 2012, twenty-seven (27) high school students were enrolled at Minuteman providing a full time equivalent (FTE) of twenty-seven (27) residents of Needham.

While attending Minuteman, these students receive a number of benefits:

- **Experience the Modern American High School.** Minuteman offers a distinctly modern learning experience where students venture beyond a traditional high school curriculum to explore their interests and discover their passion, whether that's Bio-technology, Robotics, Environmental Technology, or something else entirely from among our twenty majors.
- **Believe in Yourself.** Students graduate from Minuteman with an enduring self-confidence that they can achieve anything they set out to do, no matter how high the hurdle, how long the road, how loud the skeptics.
- **Prepare for College and Life.** Minuteman equips students with the academic foundation and study skills to succeed in college *and* the industry certifications and acumen to succeed in business, affording every student a unique flexibility upon graduation to pursue their dreams.
- **Learn from Experts.** Minuteman's teachers are demonstrated experts in their respective fields, injecting a depth of knowledge and experience into their classes that is rarely found in public or private schools.
- **Be More Than Just Another Student.** There is no such thing as "just another student" at Minuteman – instead, teachers and staff personally invest themselves in truly knowing each student and working closely with them to realize their full, individual potential.
- **Make a Fresh Start.** From their very first day of school, Minuteman students are given the opportunity to make a fresh start among new friends and new teachers who will see them as they are and not as who they once were.

NEEDHAM HIGH SCHOOL AND MINUTEMAN HALF DAY PROGRAM

Minuteman offers a unique program allowing juniors and seniors, who have passed the MCAS, enrollment on a half day-every day basis in a career major. This allows a student to graduate from Needham High School *and* receive a competency certificate from Minuteman. Currently, no Needham students participate.

Minuteman offers technical training programs to adults who are looking for rewarding jobs in high demand careers. Adults may apply to the Minuteman Technical Institute programs to hone skills in a technical area, retrain for new employment, or learn new technical skills for the first time.

CLASS OF 2012 GRADUATE ACHIEVEMENT HIGHLIGHTS

- 66% college bound or advanced Technical Training, 27% career bound and 3% military.
- 100% of Dental graduates passed the National Dental Board examination.
- 100% of Early Education and Care Infant/Toddler and Preschool graduates achieved Teacher Certification.
- 100% of Cosmetology graduates passed State Board examinations.
- 100% of Health Occupation graduates achieved college acceptance or career placement.
- 100% of Environmental Technology graduates were certified in OSHA 40-Hour HAZWOPER training, and confined-space entry training. 62% passed either the Massachusetts Grade II Municipal Wastewater Treatment Plant Operator License exam, and the Massachusetts Drinking-Water Treatment Plant Grade 1 Operator License Exam.

- Valedictorian James Cardillo, Electrical Wiring graduate from Peabody attending Florida Atlantic University in Boca Raton Fl. Salutatorian Daniel Dangora, Robotics graduate from Medford attending UMass, Lowell to pursue electrical engineering.

CAPITAL PROJECTS

- MSBA Update: Minuteman moves forward in the "pipeline" of the MSBA Vocational School Repair and Renew program announced by the State Treasurer's office in 2010. On December 3, 2012 Minuteman was approved by MSBA to hire SKANSKA as the Owner's Project Manager (OPM) for the Feasibility Study. The OPM and School Building Committee will work together to review various models of enrollment as stated in the Request For Service for the OPM. In January of 2013 a link to the School Building Project will keep all towns informed of our progress.

CURRICULUM AND INSTRUCTION

- Since 2008, all 9th grade students to have English and Math every day, rather than a "week-on-week-off" schedule, thus providing more consistent and concentrated instruction as well as project-based learning. Minuteman is rated a Level 1 school by the DESE. The first-time pass rates on MCAS remain high across all disciplines including a 100% passing rate in ELA in 2012.
- As part of our Revolution in Learning, we want every Minuteman student to fully explore their interests and discover their passion. Minuteman offers more than twenty different majors categorized into three clusters: Bio-Science/Engineering, Human & Commercial Services, and Trades & Transportation. The Educational Program planning process has identified potential new programs that offer students increased choices in career majors, including Criminal Justice/Bio-Security, Animal Science, Entertainment Engineering, Advanced Computer Manufacturing, and Medical Equipment Repair.
- Each student graduates with the OSHA 10 Safety Certification. In addition, during the CTE week, juniors and seniors participate in an Entrepreneur Class. Prior to commencement, seniors are required to produce a comprehensive Business Plan related to their career major.

PROFESSIONAL DEVELOPMENT

Minuteman teachers continue to control much of the context for their professional development. Teachers pursue academic and Career and Technical Education (CTE) goals that emphasize formative assessment practices and common summative assessments. Teachers meet to review student work and adjust the curriculum and instruction as needed. Teacher-to-teacher peer observations are conducted at least twice per year according to protocols derived from the National School Reform Faculty model. More and more, Executive Function strategies and techniques are being adopted toward the development of a specific Minuteman approach to: note-taking, unit organization, and study skills. Academic-Career and Technical curriculum integration results in lessons and student work that feature the application of academic skills in the CTE context and vice versa. That integration lends itself to students' developing and practicing 21st century skills (speaking, listening, collaborating, researching, and presenting). The integration of technology to enhance student learning is an on-going commitment. Finally, this year professional development has also been focused on the new DESE model teacher evaluation system, which requires the development of individual and team goals following the

SMART model (Specific and Strategic; Measurable; Action-oriented; Rigorous, Realistic, and Results oriented; and Timed).

STUDENT ACCESS, PARTICIPATION AND SUPPORT

- An Executive Function initiative was launched in 2010. Led by our reading specialist, we have expanded our efforts to include study skills, pre-reading strategies, and unit re-organization to help students with resources to develop habits and techniques to enhance their planning and organization skills.
- Minuteman continues to support a full-time Reading Specialist. In addition to working with the students on his own caseload, he consults with academic and CTE teachers toward the development and application of a school-wide reading program.
- The Special Education Department continuously develops individualized programs and provides services so that all our students succeed. We focus on teaching students about the nature of their disability and their Individualized Education Program. The Special Education department successfully implemented the Student Learning Center (SLC). The SLC allows students to understand their disability, develop skills, and techniques to minimize the impact of the student's disability, and to promote independence and personal responsibility. The SLC also supports the transition to college, by following a model of service delivery that is popular among most colleges and universities in the United States.
- The Music and Art department continues to grow. Most recently, two students were accepted to the Massachusetts Music Educator's Association Northeast District Chorus; one of whom also received an All State Chorus recommendation. The Visual Arts Department offers 8 different elective courses including traditional studio courses and Digital Photography to over 200 students. Student work has been displayed in various communities including Lexington, Carlisle, Arlington and Watertown. Recent graduates have been accepted at MassArt, Savannah College of Art and Design, Lesley University, New Hampshire Institute of Art and Art Institutes of Boston. The program continues to grow as student interest and enthusiasm is high.
- Minuteman offers 16 sports with three levels (Varsity, Junior Varsity and Freshman) throughout the school year. Over the past 12 years the number of participants has doubled in many of the sports offered. The athletic department is also looking to expand to include a track team. Students are offered more than 20 clubs and activities. Success of the Athletic teams has been outstanding within the past few years as students are winning awards and competitions. Minuteman has been participating in the Vocational and MIAA State tournaments. This past Fall season Cross Country runners qualified for the Vocational tournament, the golf team competed in the individual Vocational tournament, the Girls Soccer team qualified and competed in the Vocational tournament (losing in the Quarterfinals) and also competed in the MIAA State tournament, and the Minuteman Football team competed and was runner-up in the Vocational Superbowl.
- The Minuteman Parent Association (MPA) meets monthly and supports all aspects of the Minuteman community. In addition, the Grant-a-Wish program supports numerous initiatives and incentives for student achievement.

NEEDHAM PUBLIC SCHOOLS

Needham School Committee
Heidi Black, Chair
Joseph Barnes, Vice-Chair
Connie Barr
Marianne Cooley
Michael Greis
Susan Neckes
Kim Marie Nicols
Central Administration
Daniel E. Gutekanst, Superintendent of Schools
Christine Brumbach, Director of Student Development and Program Evaluation
Thomas F. Campbell, Director of Human Resources
Theresa W. Duggan, Director of Program Development and Implementation
Anne Gulati, Director of Financial Operations

The Schools

Needham has five elementary schools, one sixth grade school, one middle school (grades 7-8), and one high school. It has a strong reputation for academic excellence and also boasts a full range of co-curricular and out-of-school opportunities including after-school and summer services.

Needham is a long-standing member of METCO, a voluntary desegregation program that provides educational opportunities in suburban communities for Boston children. Needham is also a participant in The Education Cooperative (TEC), a collaboration of 15 school districts that enables all of the communities to benefit from economies of scale in purchasing, as well as sharing in high-quality, cost-effective education services such as Special Education that would be impossible for any one community to provide by itself.

During the 2011-2012 school year Needham enrolled 5491 students in its five elementary (k-5), two middle (6-8), and one high school (9-12), including the Preschool program and out of district placements. The enrollment breaks down as follows:

Preschool	74
Elementary	2568
Middle School	1270
High School	1522
Out of District Special Education Placements	57

PRINCIPALS

Emily Gaberman, Broadmeadow School
Michael Kascak, Hillside School
Jessica Peterson, Newman School
Lisa Chen, Pollard Middle School (gr 7 - 8)
Suzanne Power Wilcox, John Eliot School
Michael Schwinden, William Mitchell School
Jessica Downey, High Rock School (gr 6)
Jonathan Pizzi, Needham High School

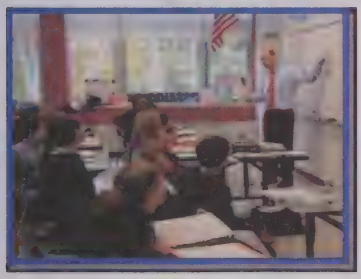
NEEDHAM PUBLIC SCHOOLS DISTRICT MISSION, VALUES, AND GOALS

During 2006-07, district leaders revisited our vision, core values, and mission, which led to a revision of system wide goals and objectives and their adoption by the School Committee in November 2007. The School Committee reviews the goals and the progress toward the goals yearly. The revised 2012-2013 district goals may be viewed on the Needham Public Schools website: www.needham.k12.ma.us.

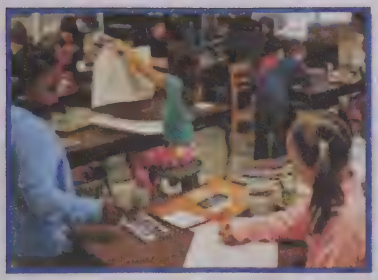
What is our mission?
A school and community partnership that creates excited learners, inspires excellence, and fosters integrity.

What is our vision?
We envision all students engaged and fulfilled in their learning, committed to their community, and willing to act with passion, integrity, and courage.

What do we value?

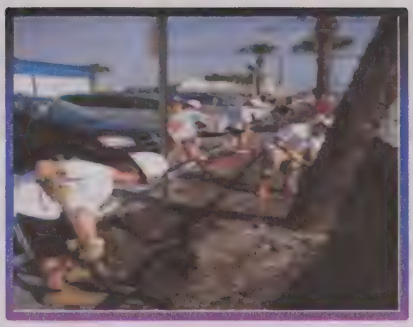


Scholarship *Learning*
Every student engaged in dynamic and challenging academic experiences that stimulate thinking, inquiry, and creativity; identify and promote the development of skills, talents, and interests; and ensure continued learning and wellness. Staff improving their practice in an environment that supports a high level of collaboration and instruction that is focused on helping every student learn and achieve.



Community *Working together*
A culture that encourages communication, understanding, and is actively anti-racist. Sharing ideas and valuing multiple perspectives ensures a caring community committed to the promotion of human dignity.

Citizenship *Contributing*
An environment that nurtures respect, integrity, compassion, and service. Students and staff acknowledge and affirm responsibilities they have toward one another, their schools, and a diverse local and global community.



Personal Growth *Acting courageously*
All students developing skills and confidence through personalized educational experiences that build on student strengths and emphasize reflection, curiosity, resilience, and intelligent risk taking.

System-wide Goals

Goal One: Advance Standards Based Learning

To refine and continue to put into practice a system of curriculum, instruction, and assessment that enables each student to be engagedi n challenging academic experiences that are grounded in clearly defined standards.

Goal Two: Develop social, emotional, wellness, and citizenship skills

To ensure students develop the knowledge and skills that empower healthy, resilient, and culturally proficient global citizens who commit to act with integrity, respect, and compassion.

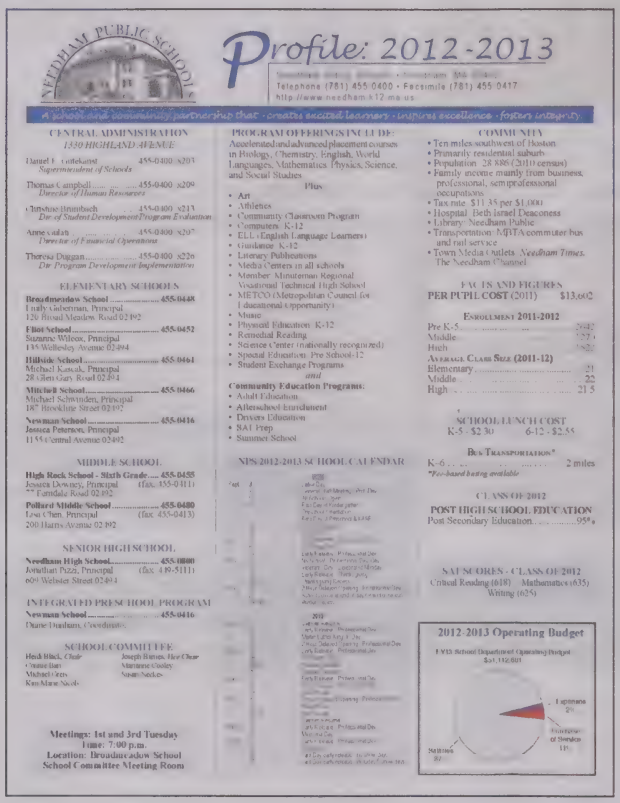
Goal Three: Ensure infrastructure supports district values and learning goals

To build and carry out a sustainable plan for financial, building, technological, and human resources that enables our learning goals and is responsive to student and school needs.

Performance Report

Every September, the Needham Public Schools publishes a Performance Report which is mailed to every Needham residence. The 2012 Performance Report offers factual information that highlights accomplishments and lays out challenges. It reflects the system's commitment to data-driven decision-making, honest communication, concern for the achievement of all students, and continuous improvement. The report is organized with student performance as its central focus, with additional information about staff, finances, planning, and community satisfaction. A section of the report is devoted to each of these topics.

This publication is available to view on the Needham Public Schools website under Reports: www.needham.k12.ma.us.



NEEDHAM PUBLIC SCHOOLS

Profile: 2012-2013

Telephone (781) 455-0400 • Facsimile (781) 455-0417
http://www.needham.k12.ma.us

A school and community partnership that • creates excited learners • inspires excellence • fosters integrity

CENTRAL ADMINISTRATION
1330 HIGHLAND AVENUE

Daniel E. Gutekanst 455-0400 x203
Superintendent of Schools

Thomas Campbell 455-0400 x209
Director of Human Resources

Christine Hrimbisch 455-0400 x213
Dir. of Student Development/Program Evaluation

Anne Salah 455-0400 x207
Director of Financial Operations

Theresa Duggan 455-0400 x226
Dir. Program Development/Implementation

ELEMENTARY SCHOOLS

Broadmeadow School 455-0448
Trally Gaberman, Principal
126 Broad Meadow Road 02492

Eliot School 455-0452
Suzanne Wilcox, Principal
135 Wellesley Avenue 02494

Hillside School 455-0461
Michael Kascak, Principal
28 Glen Gary Road 02494

Mitchell School 455-0466
Michael Schwinden, Principal
187 Brookline Street 02492

Newman School 455-0416
Jessica Petersen, Principal
1154 Central Avenue 02492

MIDDLE SCHOOL

High Rock School - Sixth Grade 455-0455
Jessica Downey, Principal (fax: 455-0411)
77 Farndale Road 02492

Pollard Middle School 455-0480
Lisa Chen, Principal (fax: 455-0413)
200 Harris Avenue 02492

SENIOR HIGH SCHOOL

Needham High School 455-0800
Jonathan Pizzi, Principal (fax: 449-5111)
609 Webster Street 02494

INTEGRATED PRESCHOOL PROGRAM

Newman School 455-0416
Diane Dunham, Coordinator

SCHOOL COMMITTEE

Heidi Black, Chair — Joseph Barnes, Vice Chair
Connie Barr — Marianne Cooley
Michael Gates — Susan Neckes
Kim Marie Nicoll

Meetings: 1st and 3rd Tuesday
Time: 7:00 p.m.
Location: Broadmeadow School
School Committee Meeting Room

PROGRAM OFFERINGS INCLUDE:
Accelerated and advanced placement courses in Biology, Chemistry, English, World Languages, Mathematics, Physics, Science, and Social Studies

Plus

- Art
- Athletics
- Community Classroom Program
- Computers: K-12
- ELL (English Language Learners)
- Guidance: K-12
- Literary Publications
- Media Centers in all schools
- Member: Minuteman Regional Vocational Technical High School
- METCO (Metropolitan Council for Educational Opportunity)
- Music
- Physical Education: K-12
- Remedial Reading
- Science Center (nationally recognized)
- Special Education: Pre School-12
- Student Exchange Programs

and

Community Education Programs:

- Adult Education
- Afterschool Enrichment
- Drivers Education
- SAT Prep
- Summer School

NPS 2012-2013 SCHOOL CALENDAR

COMMUNITY

- Ten miles southwest of Boston
- Primarily residential suburb
- Population: 28,886 (2010 census)
- Family income mainly from business, professional, semi-professional occupations
- Tax rate: $11.35 per $1,000
- Hospital: Beth Israel Deaconess
- Library: Needham Public
- Transportation: MBTA commuter bus and rail service
- Town Media Outlets: *Needham Times*, The Needham Channel

FACTS AND FIGURES

PER PUPIL COST (2011) $13,602

ENROLLMENT 2011-2012

Pre K-5 2642
Middle 1257
High 1602

AVERAGE CLASS SIZE (2011-12)

Elementary 21
Middle 22
High 21.5

SCHOOL LUNCH COST
K-5 - $2.30 6-12 - $2.55

BUS TRANSPORTATION*

K-6 ..... 2 miles

*Fee-based busing available

CLASS OF 2012

POST HIGH SCHOOL EDUCATION
Post Secondary Education 95%

SAT SCORES - CLASS OF 2012
Critical Reading (618) Mathematics (635)
Writing (625)

2012-2013 Operating Budget

FY13 School Department Operating Budget
$61,192,601

Expenses 2%
Employee Benefits 11%
Salaries 87%

HUMAN SERVICES

SECTION CONTENTS:

- Council on Aging
- West Suburban Veterans Services District
- Youth Services

COUNCIL ON AGING – 83 PICKERING STREET

COUNCIL ON AGING

Board of Directors
Susanne Hughes, Chairperson
Carol deLemos, Vice-Chair
Scott Brightman
Roma Jean Brown
Dan Goldberg
Eilene Kleiman
Lianne Relich
Andrea Rae
Colleen Schaller
Mary Elizabeth Weadock

Department Staff
Jamie Brenner Gutner, Executive Director
Sherry Jackson, Associate Director
LaTanya Steele, Social Worker
Joan DeFinis, Outreach Worker
Barbara Falla, Social Worker
Penny Gordon, Program Coordinator
Dorene Nemeth, S.H.I.N.E. Program Director
Denise Roskamp, S.H.I.N.E. Assistant Program Director
Kathy Worhach, S.H.I.N.E. Outreach
Clif Holbrook, Building Monitor
Elwyn Cotter, Van Driver
Michael O'Toole, Van Driver
Robert Papetti, Van Driver

In the 1950's, Dorothea Willgoose, MD., a forward thinking resident, realized that the older adult population of Needham had unmet health, housing and social needs. In large part due to her advocacy, the Needham Council on Aging was established to address these issues by Town Meeting vote in 1957. Various community partners, such as the YMCA, shared space with the department over the years until we officially opened our doors as the Stephen Palmer Senior Center at 83 Pickering Street on October 2, 1979. This address has been home ever since.

Needham can boast that as a proactive community it was forward thinking enough to encourage the formation of one of the first recognized Councils on Aging in the State of Massachusetts. In 1971 Needham's role as a pioneer in providing programs specifically geared toward the needs of older adults was recognized as a model for the nation. Needham data was used at the First White House conference on Aging and Dr. Willgoose was invited to be a key participant.

The Needham Council on Aging (COA) is charged with serving Needham's 60+ population and their families, by addressing diverse aspects of aging service interests, concerns and needs. Participants who attend programs are primarily 60 years of age or older while we also offer services to family members and other residents as needed. We provide advocacy for Needham's senior population on the local, regional, state, and national levels, to assure that needs and interests are being met, and that the quality of life for our residents is at an optimal level, in an environment that fosters independence. For the past 56 years our mission has consistently been to respond to the needs of older residents' by providing a welcoming, inclusive, secure environment where individuals and families benefit from programs, services, and resources that enhance their quality of life and provide opportunities for growth.

The functions of the department are not confined by walls. We fulfill our mission as a true community partner by delivering programs and services in a variety of places, and wherever needed throughout the town. The COA offers programs and services five days a week at the nationally accredited Stephen Palmer Senior Center where the professional Council on Aging staff has had oversight for services and programs for over 30 years. The Council on Aging consists of the Executive Director, the Associate Director, the Transportation and Volunteer Coordinator, the Social Work Department, the S.H.I.N.E. program (Serving the Health and

Information Needs of the Elderly), and many active volunteers, all of whom contribute to the fulfillment of the department mission and goals. The Center hours are Monday-Friday 9:00a.m.-4:00 p.m. with office hours from 8:30-5 p.m.

The Senior Center is the focal point for aging service issues in our community and acts as a gateway to information and services that support and enable a multigenerational group (ages ranging from 60 to over 100) to maintain health, independence and highest level of functioning in many aspects of life. The growing aging population requires continued support at this level and the Council on Aging continues to fulfill this role by offering relevant programs and services for residents of all ages wherever they may reside in Needham: in their own homes; congregate housing; assisted living facilities or in some cases nursing facilities.

The Needham Council on Aging's Senior Center was the first in Massachusetts, and the 20th in the nation, to achieve national accreditation in 1999 and is only one of a handful of Centers in the Nation to have gone through the process three times completing the last reaccreditation in December 2011.

COMMUNITY PARTNERSHIPS AND COLLABORATIONS

Our ability to provide the extensive services and programs that we are proud to offer is in part due to the relationships that we have developed with many organizations and agencies. Additionally, we work closely with many Town Departments including but not limited to the Youth Commission, Health Department, Park and Recreation, the Library, Public Facilities, Police and Fire Department and participate in various committees such as the Domestic Action Violence Committee, the Needham Coalition for Suicide Prevention, and the Housing Committee as well as Triad. Some of the services and programs provided to meet the goals of the Council on Aging include, but are not limited to: outreach and counseling services, advocacy, transportation, daily meals, information and referral, health benefits counseling, volunteer opportunities, health & wellness information and screening, creative and social classes, educational programs, special events and trips, and a drop-in center for socialization, independent activities and learning opportunities.

Building and maintaining relationships with other organizations and agencies helps us in our ability to access services and resources for our participants and residents. A good working knowledge of our community partners enhances our ability to provide more thoughtful and thorough information and referral which is a key in providing case management. Community Organizations to include but not limited to the Needham Community Council, Avery Crossings/Avery Manor, Wingate, Avita, Briarwood, North Hill, BIDC, only a handful of almost 100 that were identified when we submitted information during our reaccreditation process, help sponsor our programs and offer us use of space in which to hold programs and support groups that might otherwise not have a place to meet or the finances necessary to make it happen. Without our relationship with organizations such as AARP, the Arthritis Foundation, Springwell, Boston College Legal Services, VNA Care Network, YMCA, Charles River ARC, and Needham High school we would not be able to offer free tax counseling, legal assistance, a congregate meal site, a blood pressure clinic twice a month, food shopping assistance, the Senior

to Senior Exercise Program, ball room dancing, and some evidenced based programs such as Diabetes Self Management and Powerful Tools for Caregivers.

FY2012 HIGHLIGHTS

- In the late Fall Town Meeting voted almost unanimously to provide funding for the building of our New Center! Work continued throughout the year.
- Volunteers donated over 30,000 hours worth of service to the department.
- 46 SHINE Counselors served 889 people from our Needham sites, had 6394 client contacts in the Region, and provided 7,214 hours of service within the 22 Towns served which contributed to an estimated $5,000,000 savings in health care costs to residents of the towns we serve.
- The Council on Aging offered over 2,500 different sessions or events with over 50 programs offered on a regular basis at the Stephen Palmer Senior Center and additional sites throughout the Town.
- Our Social Service department continued to touch the lives of more than 2000 individuals.
- Our van provided 7,778 rides to include 2,649 rides related to food shopping.
- Our phone logs indicated that close to 13,000 calls were received by the Council on Aging staff and volunteer receptionists during FY12.
- In December 2010 the department applied for a grant through the Massachusetts Department of Transportation and was notified in June 2011 that we were selected to receive an award through the Mobility Assistance Program. Through this grant in June of 2012 we received a 14 passenger wheelchair accessible Type C minibus with 20% of the cost being covered by the Friends of the Needham Elderly Inc.
- The Friends of the Needham Elderly (F.O.N.E.) continued their fundraising efforts.
- The Reaccreditation Process was completed in December 2011 and the Council on Aging Board made a recommendation to the Board of Selectmen about a suggested name for the New Senior Center Site to be voted on in the fall of FY 12.
- New programs offered this year included Balance and Fall Prevention, Diabetes Self-Management, Meditation Techniques for Beginners, Zumba and Spanish.

GENERAL FUNDING INFORMATION

Funding for the Needham Council on Aging and the many services and programs that we offer, comes from varied sources. In FY 12 the Town of Needham funded part or all of some salaried positions and allocated a sum to purchase services and expenses. As an adjunct to town funding, the Council on Aging received funds through the State Formula Grant which supported some professional staff hours and expenses. Additionally, the Needham Council on Aging continued to administer the SHINE Grant (Serving the Health Information Needs of the Elderly) for 22 cities and towns in the MetroWest region. The funding received was used to pay for the part time positions of the Shine Program Director, Assistant Director and Outreach Worker who provided supervision and over site for 46 volunteers. Donations to benefit the department were utilized to supplement the programs and services offered as state and municipal funds do not fully financially support all that the aging service department provides.

It is within a community context that the Needham Council on Aging is able to offer the full array of programs and services that we do. In many circumstances these relationships help

supplement our budget. We continue to have a good working relationship with the Friends of the Needham Elderly Inc. (FONE) a non-profit, private 5013© organization whose mission is to support the Needham Council on Aging. The Friends have been diligent in their fund raising efforts related to a new Senior Center location while providing monies towards a new handicapped accessible van and continue to support programs and services and the publication of the "Compass" which provides pertinent information to our residents about what the Center and the Department has to offer.

WEST SUBURBAN VETERANS' SERVICES DISTRICT

Stanley W. Spear, Jr.,
Director of the West Suburban Veterans' Services District

The West Suburban Veterans' Services District (W.S.V.S.D) includes the Towns of Needham, Wellesley, and Weston. On July 1st, 2012, the District was expanded to include the Town of Wayland. On July 31st, 2012, Matthew L. Ching was hired to help facilitate the needs of Veterans and their families in the very busy and expanded District. The main office is centrally located in the Wellesley Town Hall, where office hours are on Mondays and Wednesdays from 9:00 a.m. to 12:00 p.m. and by appointment. There are satellite offices in each town in order to provide services. Office hours are in the Needham Town Hall on Thursdays from 9:00 a.m. to

4:30 p.m., the Weston Council on Aging on Wednesdays from 9:00 a.m. to 12:00 p.m., and the Wayland Municipal Building on Fridays from 9:00 am to 12:00 pm. Veterans and their families are welcomed to contact the main office in Wellesley for inquiries or to schedule appointments at (781) 489-7509. A full range of benefits and services are available to veterans and their families based on certain qualifications and eligibility requirements. The W.S.V.S.D. Board is comprised of four members with one designee from each community. Also please visit the W.S.V.S.D. website at www.westsuburbanveterans.com for more information.

DEPARTMENT OF VETERANS' SERVICES- NEEDHAM

W.S.V.S.D. Director Stanley W. Spear, Jr., Deputy Director Matthew L. Ching, and the Department of Veteran Services (DVS) provided the following benefits and services to veterans and their families within Needham:

- Carried out functions assigned to the Veterans' Office by Chapter 115 of the General Laws of Massachusetts and CMR 108.
- Provided assistance in applying for US Department of Veterans' Affairs (VA) benefits.
- Maintained a depository of discharges and records of veterans.
- Oversight of the disbursements of veteran's benefits to veterans and their families.

Throughout the year there were many Veterans, spouses, and other family members who visited the office in the Town Hall of Needham. We were able to provide them with flags and holders for the graves of a family member, obtain a copy of discharge papers to file for veteran benefits, burial benefits, educational and bonus assistance, and other related benefits and information.

HIGHLIGHTS OF THE VETERANS SERVICE OFFICE

- During the year $23,701.39 in Chapter 115 Benefits were provided to Needham Residents.
- Attended the Veterans' Service Officer (VSO) & MA Legislative Meeting.
- Expanded out reach efforts to the Veterans within the community.
- Attended annual training seminar provided by the Commonwealth of Massachusetts Department of Veterans' Services.

CARE OF GRAVES AND COORDINATOR OF CEREMONIES

Mr. William Topham, the Graves Officer for the Town of Needham, is responsible for the Graves Registration activities and also serves as the Coordinator of Ceremonies. Mr. Topham works with W.S.V.S.D. Director Spear and Deputy Director Ching in coordination and operation of the Memorial Day and Veteran's Day observations and other related events in the Town of Needham. Mr. Topham is also responsible for some of the following:

- To fulfill the requirements of Chapter 115, that all veterans' graves will have an American flag placed on them for Memorial Day.
- To ensure that all veteran's graves in Needham and St. Mary's cemeteries are kept, are cared for, and are free of debris.
- To insure that veterans who die without funds are properly interred.
- To organized and participate in the Memorial Day Ceremonies and Parade as well as the Veteran's Day Observances.

HIGHLIGHTS – CARE OF GRAVES AND CEREMONIES

- Placed over 2300 American Flags on the graves of veterans in St. Mary's and Needham Cemeteries as well as at all of the Memorial sites within the Town of Needham.
- Organized and participated in the Memorial Day Parade and Observances.
- Organized and led the Veteran's Day Ceremonies on November 11th.

YOUTH SERVICES

Board of Directors
Cathy Lunetta, Chairperson
Ronnie Haas, Vice-Chairperson
Allison Berger
David Bookston
Jessica Hoguet
Danielle Penny
Vincent Springer
Debbie Winnick

Department Staff
Jon Mattleman, Department Manager
Carol Rosenstock
Katy Colthart
Michelle Butman
Elizabeth Loveless (Clinical Intern)

The mission of Needham Youth Services (formerly known as the Needham Youth Commission) is to provide leadership and a community focus on youth and family issues and to promote community wellness by: Identifying and addressing youth and family needs; Advocating for youth and family interests; Partnering with other youth and family serving agencies; Developing and implementing quality programs and services; and Educating and communicating with the public regarding youth and family issues.

Needham Youth Services operates as a mental health resource offering a wide array of confidential clinical and programmatic services to children, adolescents, and families. While the department's services are reaching more people and having a greater impact, it is clear that the need for such services far outweighs the department's resources; thus, many in Needham are not receiving support. Youth Services has worked diligently to construct meaningful services designed to meet the increasing and ever-changing needs of the Needham community. Learn more at about Needham Youth Services at: www.needhamma.gov/youth.

FISCAL YEAR 2012 HIGHLIGHTS

VIP Program

In Fiscal Year 2012, Youth Services launched the VIP (Valuable Interactions among Peers) Program. VIP matched high school students with elementary school age youth who have a need for additional support in their life. The program allowed high school "Big VIPs" the opportunity to be a role model for a young person in our community. The program also allowed elementary school "Little VIPs" (youth in 3rd grade to 5th grade) the opportunity to form a meaningful relationship with a high school youth. All participants completed an evaluation at the end of the year. Learn more about the VIP Program at www.needhamma.gov/youth/vip.

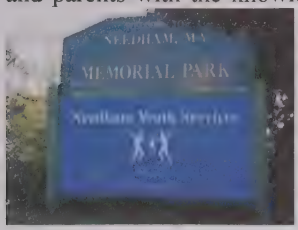
Bullying Intervention Program

In the past year, Needham Youth Services created an innovative new effort entitled the Bullying Intervention Program (BIP). This 10 hour program worked with "aggressors" to assist them to better understand the laws, implications, and the impact of bullying. Referrals were accepted from the Needham Public Schools, private institutions, and from parents. All participants completed an evaluation at the conclusion of the program as well as another one at three and a final evaluation six months after the program to better gauge the impact of this educational experience. In addition Needham Youth Services collaborated with the Needham Public Schools on a pamphlet for parents on Bullying. Learn more about the Bullying Intervention Program and view the pamphlet for parents at www.needhamma.gov/youth/bip.

QPR Suicide Prevention Trainings (Question, Persuade, Refer): The QPR Suicide Prevention model was patterned after the success of the CPR (Cardio Pulmonary Resuscitation) medical intervention and was based upon the concept that the person most likely to prevent an individual from dying by suicide is someone that person already knows (e.g. parent, teacher, relative, or friend). This program has been in operation for five (5) years, and each training was two hours in length. QPR trainings were provided for professionals, parents, and for many community groups in Needham. Program participants completed an evaluation at the conclusion of each QPR. Learn more about QPR trainings at www.needhamma.gov/youth/qpr.

***Community Crisis Response*:** Over the past seven years, the Needham community has grappled with the sudden loss of many young people, and Youth Services responded by outreaching to youth, parents, and families in a variety of ways including individual meetings, group sessions, and the distribution of informational materials. In addition the department was actively involved with groups such as the Needham Coalition for Suicide Prevention. A significant number of staff hours were devoted to creating materials and meeting with community leaders in response to losses as well as to discuss preventative steps for the future.

Safe Surf: Internet Safety for Middle School Youth and their Parents: Initially funded by the Needham Education Foundation, this eight (8) year old program provided students and parents with the knowledge to navigate the Internet with confidence. Through workshops and written materials, students and parents learned about appropriate ways to use the Internet. In FY2012, over 300 youth participated in this program (each completed an evaluation of program), and over 250 booklets were distributed to parents (booklets were funded by the Needham Exchange Club). Learn more about the Safe Surf Program at www.needhamma.gov/youth/safesurf.



A Conversation…For Parents of Teens: Sponsored by the Needham Women's Club, this program has been offered to Needham parents for close to a decade. Each session allowed a maximum of nine parents per meeting, and each focused upon a specific youth-related topic such as alcohol/drugs, suicide/loss, stress, and depression. Over fifty parents participated in this program is the past fiscal year, each of whom completed an evaluation of the program. Learn more about "A Conversation…" at www.needhamma.gov/youth/aconversation.

Website: It is estimated that over the past year thousands of "hits" were registered on the Youth Services website. Residents learned about services, read the Needham Youth Services Annual Report, viewed pictures of the staff and program, and much more. Special thanks to the Information Technology Department for their support in establishing this vibrant website. Please visit the Youth Services website at www.needhamma.gov/youth.

E-Mail Sign Up: In an effort to inform youth and families of the programs and resources of Needham Youth Services, e-mail addresses from residents were accepted and information was sent regarding programs and services. To date, over 2,000 have registered for this service. Residents can register for this free service at www.needhamma.gov/youth/email.

Individual/Family Counseling: The Masters level staff clinicians were skilled at working with youth and families who are experiencing difficulties with issues such as family discord, loss, drugs, alcohol, stress, anxiety, and other mental health concerns. Who used these counseling services? They were neighbors, cousins, children, and friends; they were people with no health insurance or expired health insurance; they were people grappling with either a short or long-term problem; but mostly, they were people who had the hope and determination that life can bring greater satisfaction and reward. It was not unusual to work with an elementary age youth coping with a significant loss, a middle school student coping with parental alcohol use, or a high school student with a drug problem. The majority of referrals were for family issues, and the schools were the largest sources of referrals. In the past year 696 hours of counseling were provided to Needham youth and their families. Learn more about Youth Services' clinical work at www.needhamma.gov/youth/counseling.

Counseling/Psycho-Education Groups: Group counseling/psycho-education was a practical and effective mode of both prevention and treatment and allowed the staff the

opportunity to interact with greater numbers of people than individual treatment. Group intervention offered a unique opportunity for young people to learn about issues which affect their peers and to receive feedback from their peers regarding issues such as: divorce, stress, self-esteem, bullying, abuse, depression, social skills, loss, drugs/alcohol, and violence/anger. Of special note was the "Extreme Looks" program, a four-day mind/body/spirit group for teen girls. In FY 2012, 243 hours of group counseling/psycho-education services were provided.

Substance Abuse Awareness Program: Youth Services continued to offer a structured 15-hour Substance Abuse Awareness Program (SAAP) for drug/alcohol-involved youth. This service provided an assessment of current substance use, intervention, education for youth and their families, and counseling services to support healthy choices. All participants and their parents attended an Alcoholics Anonymous (AA) meeting to assist in transmitting the message that drugs and alcohol can negatively impact any person without regard to age, gender, or economic status. Participants complete an evaluation at the conclusion of the program, 3 months after their completion, and then at 6 months after the program (each of these is helpful in evaluating the immediate and long-term impact of this program). Learn more about the SAAP Program at www.needhamma.gov/youth/saap.

Picture Perfect: Picture Perfect completed its 7th year and was a workshop for all 8th graders that investigated the issue of how the media portrays gender roles and appearance, and explored how this can negatively impact how youth feel about themselves. In FY 2012, 337 youth participated in this program. Learn more about Picture Perfect at www.needhamma.gov/youth/pictureperfect.

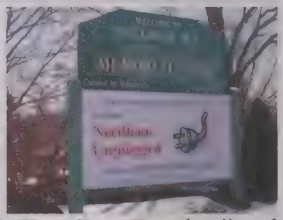
RAY of Hope Program: RAY (**R**ecognize **A** **Y**outh) was established by Needham Youth Services 16 years ago in an effort to acknowledge the outstanding service and positive contributions that young people are making to the Needham community. Working in collaboration with the Needham Business Association, a young person was selected each month as the RAY of Hope recipient and was awarded a certificate from Youth Services and a check from a member of the Needham Business Association. The RAY of Hope program acknowledged youth and their role in making the Needham community a special place to live. Learn more about the RAY of Hope Program at www.needhamma.gov/youth/rayofhope.

Teen Dating Violence Program: Youth Services has provided seminars on Teen Dating Violence for all 9th graders at Needham High School for the past 11 years. These seminars were designed to teach the unique aspects of Teen Dating Violence, how to recognize the warning signs, and ways to access community supports. Participants completed an evaluation of the program itself as well as a survey of their involvement in or knowledge of teen dating violence situations in their lives. Over the past year, 400 youth were involved in this program. Learn more about the Teen Dating Violence Program at www.needhamma.gov/youth/tdv.

Patrick Forde Good Person Memorial Award: In 2005, Needham resident and community activist Patrick Forde passed away unexpectedly at the age of 51. Patrick was a person who cared deeply about Needham and about youth and families. In an effort to honor Patrick, this award, now in its 6th year, is given annually to a Needham resident who has helped make Needham a better place to live through his/her volunteer work and commitment. This award is recognition that through volunteerism and caring, each person in our community is able to enhance Needham. Last year's first recipient was John Hrones, and this year's recipient was Candace Chase for her work with the Needham High School Anime Club (over 100 people attended this year's award ceremony honoring Candace). Learn more about the Forde Award at www.needhamma.gov/youth/fordeaward.

Employment and Volunteer Programs: The Employment Program consisted of two primary services: 1) Youth were linked with residents and provided around-the-home support in the form of babysitting, yard-work, and snow removal; and 2) Youth investigated employment opportunities in local businesses such as offices and restaurants. Additionally, the Volunteer Resource Listing was created to inform youth of area volunteer opportunities. In FY 2012 these programs fielded 325 inquiries. Learn more the Employment and Volunteer Programs at www.needhamma.gov/youth/employment.

Needham Unplugged: The 11th annual Needham Unplugged was an awareness campaign to remind families and residents to "unplug their electronics" and "plug into" each other. "Unplugged" was a reminder that there is more to life than what is on the other side of a plug. A calendar for the month of March outlined activities that did NOT require electricity and emphasized person-to-person interaction and health. The centerpiece of this year's "unplugged" occurred on March 15th; it was the no-homework, no sports, and no meeting night for the Needham Public Schools, and there were no town meetings and virtually no civic, religious, or community meetings took place in Needham. Many area towns such as Newton, Belmont, and Holliston were impressed enough to replicate this program in their communities. Other special days included "E-mail Free Friday," "Text Free Tuesday," and a day of no Social Networking. Special thanks to partners at the Needham Park and Recreation Department and the Charles River YMCA, Needham Board of Selectmen, and to the Needham Public Schools for their support. Learn more about Needham Unplugged at www.needhamma.gov/youth/needhamunplugged.



March 2012

Needham Unplugged

Needham Unplugged is an awareness campaign and a reminder that there is more to life than what is on the other side of a plug. The activities listed below emphasize person-to-person interaction, health, and wellness and are for all Needham students and their families. For more information please contact Needham Youth Services at 781-455-7500 or online at www.needhamma.gov/youth. Happy Unplugged Month!

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Created by: Needham Youth Services, Needham Park and Recreation, Charles River YMCA		This is Needham Unplugged's 11th Year!		1 Go through your closet...and donate your old clothes	Kids & Family Work-Out	3 Have an indoor picnic
4 Free Family Swim 2:00-5:00pm	5 Donate food to the Needham Community Council	6 Go fish! Get out the fish, or your favorite card game	7 Marshmallow Toss! Contest with a partner	8 Puzzled?	9 Social Networking Free Friday Talk to your friends in person instead of online	10 Take a stroll at Ridge Hill Maps available at Park & Recreation
11	12 Read! Check out a book from the library	13 Take Cover!	14 Set Roots! It's not too cold	15 No homework & no meeting night for all Needham students and parents	16 Kids & Family... Work-Out 4:00 — 6:00pm ages 10-13 YMCA	17 St. Patrick's Day
18 Free Family Swim 2:00-5:00pm YMCA pool fun	19 Organize family photos into a colorful scrapbook	20 Spring is here! Plan an out-door scavenger hunt for your friends	21 Bored? Play a family favorite board game	22 New Moon A perfect night to stargaze together!	23 Email Free Friday Can you talk face-to-face instead of sending Emails? All day?	24 Volunteer Do a volunteer project as a family
25 Trust Walk... Build trust by taking turns being blindfolded and led around the house	26 Eat Breakfast — For Dinner! The Family Dinner Experiment	27	28 Write.... A letter to someone special	29 Learn more about a culture... Cook the food of a different country	30 Make a Statement Day! Put your favorite quote on a white t-shirt	31 Brainstorm... a cool April Fools' Day trick

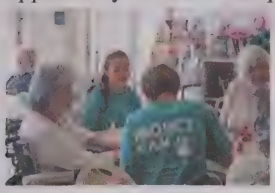
Peer Tutor Program: This program matched high school students with middle and elementary school students in need of academic or organizational/study skills assistance. Needham Youth Services' role consisted of outreach to potential participants, training of high school tutors, monitoring weekly tutoring sessions, providing support if problems occurred, and facilitating communication between tutor and participant families. Over the past year, Peer Tutor Program volunteers provided 1,460 hours of support to younger students. Learn more about the Peer Tutor Program at www.needhamma.gov/youth/peertutor.

Graduate/Undergraduate Internship Program: In FY2012, Needham Youth Services welcomed a clinical intern from the Boston College Graduate School of Counseling to provide individual, family, and group counseling services as well as extensive work on the Peer Tutor Program. In addition, the Summer College Internship Program was established. Over the course of the past year, interns provided 1,025 hours of free service to the Needham community. Learn more about the Graduate and Undergraduate Internship Programs at www.needhamma.gov/youth/internship.

Make A Statement Day: This program was implemented at Needham High School for students and staff seven (7) years ago. Aimed at promoting diversity,

tolerance, and understanding by creating an opportunity for students and staff to communicate about issues of importance to them, students and staff created and wore t-shirts with quotes, statistics, and/or statements about meaningful issues in order to raise awareness and have a voice. Now in the fifth year of operation, over 900 participated in this event this past year. Learn more about Make A Statement Day at www.needhamma.gov/youth/masd.

Project VAN *(Volunteers Around Needham):* VAN offered youth ages 13 to 17 the opportunity to work as part of a team providing valuable community service to non-profit organizations in Needham. Sites included Charles River Center, Needham Park and Recreation Department, Needham Community Council, Needham Public Library, Needham Council on Aging, Needham Housing Authority, and Wingate at Needham. At the conclusion of each program day, participants complete and evaluation of their experience. Project VAN is generously supported by the Needham Community Council. VAN participants provided more than 400 person hours of free volunteer services over the past summer. Learn more about Project VAN at www.needhamma.gov/youth/projectvan.



Diversion/Restitution Program: In conjunction with the Needham Police Department and the Dedham District Court, Needham Youth Services continued to offer youth who have committed minor violations of the law the opportunity to participate in community service work in lieu of further court action and/or fines. Youth Services' role was to work with offenders and their families to identify the motivations for their behavior, to provide support as required, and to oversee the placement and completion of community service. In the past year, participating youth completed assignments at the Needham Public Library and other town departments. In FY 2012 Needham Youth Services supervised over 115 hours of community service. Learn more about the Diversion/Restitution Program at www.needhamma.gov/youth/diversion.

Seminars/Workshops/Presentations: Needham Youth Services designed and facilitated numerous trainings in the past year including one for new Needham Public School Staff, Babysitter Training Seminars, presentations at the schools and in the community, and many others. In FY 2012 Needham Youth Services worked with a total of 3,089 youth, parents, and professionals in seminars and/or workshops.

Partnerships: In recent years Needham Youth Services has received grants and/or donations from the following organizations: Needham Community Council, Tolman Trust Fund, Rotary Club of Needham, Domestic Violence Action Committee, Needham Women's Club, Exchange Club of Needham, Middlesex Savings Bank, and many more local businesses, and private citizens. Needham Youth Services devoted considerable time working with the larger community and over the past year collaborated with groups such as:

- Charles River Center
- Healthy Needham 2011
- Marks Moving Service
- Needham Business Association
- Needham Clergy Association
- Needham Coalition for Suicide Prevention
- Needham Coalition for Youth

Substance Abuse Prevention
- Needham Domestic Violence Action Committee
- Needham Exchange Club
- Needham Housing Authority
- Needham Park and Recreation
- Needham Public Library
- Needham Public Schools
- Needham Women's Club
- Needham Community Council
- Needham Council on Aging
- Project Interface
- Regional Center for Healthy Communities
- Riverside Community Care
- Rotary Club of Needham
- School Health Advisory Council
- Wingate at Needham
- YMCA --- Charles River Branch

Publications: Needham Youth Services created and/or distributed the following original publications in FY 2012 Learn more at www.needhamma.gov/youth/publications.

- Needham Youth Card
- KIDS Survival Guide
- Parent Guide to Teen Parties
- Ask Youth Services (newspaper column)
- Information on Suicide
- Parenting Literature
- Making the Middle School Years Work
- Networks Book
- Safe Surf: Internet Safety for Middle School Youth and their Parents

FISCAL YEAR 2012 STATISTICS AND EVALUATION

Over the past 20 years Needham Youth Services programs have grown significantly in scope --- for example, in the past there was virtually no support for parents; today there exists a range of parenting programs such as "QPR Suicide Prevention Trainings" and "A Conversation…For Parents of Teens." Over the past two decades program usage by the community has skyrocketed; as an illustration in the past year alone the department increased services to youth and families by 5%. A yearly statistical summary of services is available online at: www.needhamma.gov/youth/reports, and individual program evaluations are listed on the Youth Services website and/or may be obtained by contacting the Youth Services office. In addition to the department's growth, Needham Youth Services has not increased in staff size and there has been virtually no increase in expenses in the past 20 years.

PUBLIC WORKS

GARAGE, SNOW DISPATCH, STORAGE – 470 DEDHAM AVENUE

RESERVOIR – 500 DEDHAM AVE

WATER BUILDING – 500 DEDHAM AVE

PUBLIC SERVICES ADMINISTRATION BUILDING (PSAB)

500 DEDHAM AVE

DEPARTMENT OF PUBLIC WORKS

Sitting Down – Left to Right
Ann Dorfman, RTS Superintendent
Robert A. Lewis, Assistant Director
Richard P. Merson, Director
Carys Lustig, Administration Supervisor
Standing Up – Left to Right
Rhainhardt F. Hoyland, Highway Superintendent
Edward Olsen, Parks & Forestry Superintendent
Steven J. Hawes, Garage & Equipment Supervisor
Anthony L. Del Gaizo, Town Engineer
Vincent R. Roy, Water & Sewer Superintendent

The Department of Public Works promotes programs necessary for asset management and the preservation of infrastructure in order to provide for the health, safety, welfare, and convenience expected by the community for a high standard of living and good quality of life. The function of Public Works includes rendering services to all citizens in the areas of highway maintenance and construction; removing snow; supplying and distributing water; constructing and maintaining sewer and storm water; solid waste disposal and recycling; and parks and forestry maintenance. The Department provides its own administration, engineering and equipment maintenance.

FY2012 HIGHLIGHTS

- Recycled 3,808 tons of materials including 2,022 tons newspaper and mixed paper, including phone books and magazines; 888 tons of commingle containers, including glass, aluminum and tin cans, milk & juice cartons, plastic food & beverage containers, and 343 tons of cardboard.
- Shipped 8,253 tons of rubbish to Wheelabrator Millbury (Waste-to-Energy Plant).
- Recycled 31 % out of the total solid waste stream (which includes commercial waste, bulky items and clean-outs).
- Captured 212 tons of metal and 8 tons of tires for recycling.
- Removed 5 tons of oil-based paint and 8 tons of waste oil and anti-freeze from the waste stream.
- Collected 178 tons of textiles and small household goods for donation to Goodwill & Red Cross.
- Composted 9,056 tons of yard waste and 588 tons of food waste.
- Managed 12,515 tons of soil, gravel, asphalt, street sweepings, catch basin cleanings, and miscellaneous materials from a variety of town programs and projects.
- Removed 17 tons of E-Waste from the waste stream including computer monitors & televisions with cathode ray tubes (CRTs) which are banned from the waste stream under the Massachusetts Department of Environmental Protection's (MassDEP) waste ban regulations.

- Also diverted from the waste stream 1.5 tons of devices that contain mercury and other metals such as mercury thermostats & thermometers, rechargeable batteries (lithium & nicad), and fluorescent light tubes. Removed freon from 282 appliances (i.e. refrigerators, air conditioners); and recycled1000 lbs of lead acid batteries.

- Performed 122 waste load inspections of vehicles on tipping floor.
- 9,102 Disposal Area user stickers were purchased of which 4,399 were residential, 1,887 were senior, 77 were commercial, 2,555 were additional, 152 were replacement and 32 were weekly passes.
- The recycling program at schools & public buildings captured 65 tons of materials for recycling, recycling 20% of their total waste. The School Administration Building had the highest overall recycling rate, recycling 62% of their waste. Hillside School had the highest school recycling rate, recycling 26%, the Library had the highest public building rate, recycling 57% of their waste, followed by Town Hall at 43%.
- The Wood Diversion Program diverted 251 tons of wood waste from the waste stream.
- Held one successful Annual Household Hazardous Waste Collection Day & the November leaf Sundays Program.
- Continue the repair and preservation of the Town's 123 miles of roadways including 4.50 miles of asphalt paving; 8,261gallons of rubberized crackseal; & adjusted and repaired 146 driveway aprons.
- Repaired 8.70 miles of grass berms; installed 4,650 feet of granite curb & 19,600 feet of asphalt curb.
- Continue the preservation of the Town's 162 miles of sidewalks, including the reconstruction of 26 handicap ramps and repaired 2.30 miles of sidewalks.
- Continue to upgrade and maintain the Town's 23 signalized intersections.
- Complete the LED lighting upgrades and continue upgrading all Accessible Pedestrian Signal per Manual on Uniform Traffic Control Devices (MUTCD).
- Continue to improve the Snow & Ice Program to provide the best service to the Town through equipment upgrade, use of corrosive inhibited anti-icing chemical, employee training and tactical improvements, and re-design of traditional snowplow routes.
- Purchased 10 pieces of replacement equipment – 3 pick-up trucks, 2 dump trucks, 1 material spreader, 1 sidewalk tractor, 1 passenger vehicle, 1 riding mower and 1 sidewalk paver.
- Inspected 610 Street/Sidewalk Occupancy and Excavation Permits.
- Completed the construction of the Greendale Ave/High Street Intersection Improvement Project.
- Completed the construction of the Mark Lee Road Municipal Parking Lot.
- Completed 30 project reviews for the Planning Board.
- Completed 725 project reviews for the Building Department.
- Completed the construction of Kendrick Street Bridge Repairs.
- Completed design of Phase III Sewer I/I Repairs for Areas 16 and 22.
- Completed design of Highland Avenue Water Main Replacement from Webster Street to RTE 128.

- Completed construction of Phase II Sewer I/I Repairs for Areas 16 and 22.
- Continued construction of Phase III Sewer I/I Repairs for Areas 16 and 22.
- Completed construction of Rosemary Brook retaining walls at Mallard Road.
- Continued construction of Highland Avenue Water Main Replacement from Webster Street to RTE 128.
- Continue construction of Reservoir B Pumping Station Replacement Project.
- Continued construction of Drinking Well #1 Replacement.
- Completed Broad Meadow Road Survey and Bound installations.
- Responded to 456 Parks & Forestry Division work requests.
- Needham recognized as Tree City USA for 17th year.
- The 2012 Arbor Day activities included the planting of 1 Kousa Dogwood tree with the students at Mitchell School.

ARBOR DAY 4-27-12 at Mitchell Elementary School

Forestry:

Tree Removals and Stumping
FY10 = 50 trees
FY11 = 45 trees
FY12 = 64 trees

Tree Pruning Hours
FY10 = 2,900 hrs
FY11 = 2,116 hrs
FY12 = 1,425 hrs

Roadside Brush Removal and Flail Mowing
FY10 = 2,666 hrs
FY11 = 1,840 hrs
FY12 = 1,744 hrs

Tree Planting

FY10 = 200 Arbor Day seedling + 61 trees on streets and parks + nursery: 52 trees
FY11 = 300 Arbor Day seedling + 61 trees on streets and parks + nursery: 103 trees
FY12 = 300 Arbor Day seedling + 120 trees on streets and parks + nursery: 50 trees

Park and Recreation, Memorial Park, School Grounds:

Athletic Field Acres Fertilized

FY10 = Cricket Program + 2 applications (one additional application on new grass fields)
FY11 = 25 acres (4 applications) + 47 acres (2 applications)
FY12 = 25 acres (5 applications) + 47 acres (2 applications)

Athletic Field Acres Aerated

FY10 = 12.00 acres – (once), 27 acres – 3 applications
FY11 = 10.00 acres – (once), 32 acres - 2 applications
FY12 = 29.00 acres – (once), 27 acres – 2 applications

Over-seeding

FY10 = 3 fields (once) + 3 fields (twice)
FY11 = 13 fields (once)
FY12 = 3 fields (thrice) + 6 fields (twice) + 3 fields (once)

Diamond Work

FY10 = 2,474 hrs
FY11 = 2,678 hrs
FY12 = 1,232 hrs

Mowing Hours

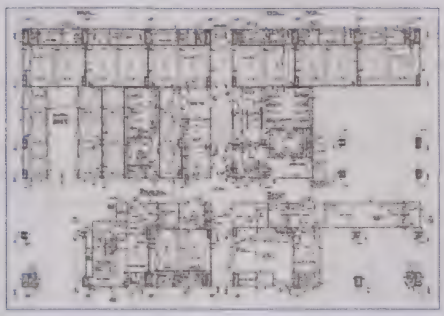
FY10 = 6,066 hrs
FY11 = 6,036 hrs
FY12 = 4,050 hrs

- Repaired 14 water pipe leaks, including 8 water main breaks and 6 water service leaks.
- Responded to 32 water emergency calls (after regular business hours).
- Replaced 978 out 13,591 residential/municipal/condominium water meters, and replaced 11 out of 707 Commercial Water Meters.
- 24 Water service lines were replaced, including 6 lead-lined water service pipes.
- 6 new fire hydrants were installed & rebuilt 14 existing fire hydrants.
- Successfully replaced 178 iron water service lines on 17 streets with one inch copper tubing.
- Continue NPDES Program to remain compliant with EPA Memorandum of Agreement, including 1catch basin replacement, rebuilt 19 catch basins; inspect & clean drain system, replaced 19 drain manholes, and bi-annual street sweeping to prevent accumulations of debris in catch basins that drain into the Charles River Watershed.
- Camera & Flushed 58,820 feet of sewer mains and 66,502 feet of drain lines.
- Rodded 2,268 feet of sewer main and used jet truck with root cutter for drains.
- Installed 2,326 feet of new drain pipe in 3 streets and repaired 51 feet of drain pipe.
- Responded to 29 sewer emergency calls (after regular business hours).

PUBLIC FACILITIES

SECTION CONTENTS:

- Public Facilities - Construction
- Public Facilities – Operations



DEPARTMENT OF PUBLIC FACILITIES - CONSTRUCTION

PERMANENT PUBLIC BUILDING COMMITTEE

George Kent, Chairman
Stuart Chandler
Natasha Espada
John Keene
Mark Presson
Paul Salamone
Irwin Silverstein

DEPARTMENT STAFF

Steven Popper, Director of Design & Construction
Tiffany Shaw, Project Manager
Hank Haff, Project Manager
Dick Thuma, Project Manager
Kathryn Copley, Administrative Specialist
Antonio Antenor, Intern

The Public Facilities Department – Construction Division provides support for the Permanent Public Building Committee (PPBC) and helps advise and support the Town Manager on Facility construction, planning and operational needs. Town owned building projects with a total cost of $500,000 or more that involve construction, reconstruction, enlargement, or alteration are assigned to PPBC to oversee, unless the Committee defers jurisdiction in the instance where a project includes little or no actual building construction, or where there are extenuating circumstances as to the nature of the project.

The Permanent Public Building Committee ("PPBC") was formed in June 1996 with seven members who were appointed to be responsible for overseeing the construction, reconstruction, enlargement, or alteration to buildings owned by the Town or constructed on land owned, leased or operated by the Town having a total project cost of $500,000 or more. The PPBC is responsible for working with the individual user agencies as the need for a project, and/or a feasibility study, becomes established.

In 1998 the Town hired a Building Construction and Renovation Manager to work on the projects. In 2006 this position was restructured and is now under the Public Facilities Department umbrella -Construction Division as the Director of Design and Construction. Three project managers have been added to the staff along with an intern assigned to the Newman Repair project.

FY2012 HIGHLIGHTS

The following is a summary of completed or ongoing projects the PPBC has supervised during the 2012 fiscal year (July 2011 to June 2012). These projects were initiated during the period of 2008 thru 2012 fiscal years.

Project Name: Town Hall Renovation
Project Status: Ongoing
Authorization: $19,155,746
Budget Status: On Budget
Architect: McGinley Kalsow & Associates, Inc.
Owners Project Mgr: Public Facilities - Construction

At the 2008 Annual Town Meeting, Article 25: Appropriate for CPA-Town Hall Historic Preservation Design was approved. Design of the Town Hall was awarded thru design selection to McGinley Kalsow & Associates of Cambridge, MA.

Authorization of construction funds in the amount of $18.155 million occurred at the Annual Town Meeting in May 2009 with the approval of Article 35. Construction documents were prepared and the project went out to bid in November 2009.

Construction started in March of 2010. The project reached substantial completions during September 2011 and Town Hall staff moved back into the building over the Columbus Day weekend. They were open for business on October 11, 2011.

Work is ongoing to resolve various post construction issues: post commissioning for various mechanical HVAC issues, water infiltration at the new addition glass doors and Garrity Way front door replacement.

Project Name:	Newman Elementary School Repair
Project Status:	Ongoing
Authorization:	$26,962,128
Budget Status:	On Budget
Architect:	Drummey, Rosanne & Anderson, Inc.
Owner's Project Manager:	Steve Popper, Public Facilities - Construction
Construction Manager at Risk:	Consigli Construction
Modular Building Contractor:	Triumph Modular

At the November 2009 Special Town Meeting, Article 14: Appropriate for Facility Repairs/Newman School was approved contingent upon an affirmative vote of the Town. An override in the amount of $26,962,128 was brought before the Town voters on December 8, 2009 for a town wide vote. The override passed.

A Construction Manager at Risk was selected in May 2010. Triumph Modular was selected to supply the temporary modular classrooms. The footings for the modulars were installed during the summer of 2010 and the modulars are being installed during the summer of 2011. The project went out for bid in November of 2010. The GMP was established in January 2011. The construction started June 2011 with the renovation of the common areas (cafeteria, kitchen and auditorium) to be completed during the summer of 2011.

The majority of the HVAC replacement work was done over the 2011-2012 school year. Work will continue thru the summer of 2012. Substantial completion is expected by the end of August 2012 and the Newman School Students are expected to occupy the building on the first day of school in September 2012.

The modular classrooms will be removed at the end of the 2011-2012 school year starting at the end of June 2012. The parking lot restoration and landscaping will all occur during the summer of 2012 and be finished by the start of the 2012-2013 school year.

Project Name: Pollard Improvement for Newman
Project Status: Substantially Complete
Authorization: $1,330,950
Budget Status: Over Budget by $65,000
Architect: Bargmann Hendrie + Archetype, Inc.
Owners Project Mgr: Public Facilities – Construction
Contractor: Casby Brothers

At the May 2010 Special Town meeting Article 9: Appropriate for Pollard School Improvements, was approved in the total amount of $50,000 for design services. The improvements are related to the temporary relocation of Newman Elementary School students to the site for the 2011/2012 School year. $20,000 will be from a one-time school fund allocation to the project.

At the November 2010 Special Town Meeting Article 9: Appropriate for Facility Improvements and Repairs/Pollard School, was approved in the amount of $325,000.00 for design, engineering, constructing, remodeling, reconstructing services and extraordinary repairs including parking lot and access improvements of the Pollard School. Also at the November 2010 Special Town Meeting Article 13: Amend the FY 2011 Operating Budget allocated an additional $117,000 to the Pollard Improvement project. The School Department allocated $15,950 for a traffic study of the site which brings the total to $507,950.

At the March 2011 Special Town meeting Article 1: Appropriate for Facility Improvements and Repairs/Pollard School, was approved in the amount of $758,000 for design, engineering, constructing, remodeling, reconstructing services and extraordinary repairs including parking lot and access improvements of the Pollard School and with an additional $65,000 allocated to the project from reserve funds brings the total to $1,330,950.

Casby Brothers was awarded the construction contract. The work was completed by the end of August 2011 allowing occupancy by the Newman School Kindergarten and Pre-Kindergarten programs being displaced by the renovations ongoing at that school. This school population will return to the Newman Elementary School for the start of the 2012-2013 school year.

In June of 2012 efforts began to restore some of the changes made for the Newman School Kindergarten and Pre-Kindergarten students, back to facilities appropriate for middle school students. The work is expected to be completed by September 2012.

Project Name: Pollard Roof Replacement
Project Status: Substantially Complete
Authorization: $3,500,000
Budget Status: On Budget
Engineer: Gale Associates
Project Manager: STV Construction Inc.
Contractor: Wayne Roofing

At the November 2010 Special Town meeting Article 10: Appropriate for Pollard Roof Replacement was approved in the amount of $3,500,000. This project is being done under the Massachusetts School Building Authority's Green Repair Program. The MSBA will be reimbursing the Town 35.42% of the cost of the project. The bulk of the project was done during the summer of 2011 with substantial completion in November of 2011.

Project Name:	Building Condition Assessment - Hillside, Mitchell and Pollard
Project Status:	Ongoing
Authorization:	$80,000 total
Budget Status:	On Budget
Architect:	Dore & Whittier Architects, Inc.
Owners Project Mgr:	Public Facilities - Construction

At the May 2010 Annual Town meeting Article 32: Appropriate for General Fund Cash Capital (Pollard School Condition Analysis) and Article 33: Appropriate for Hillside/Mitchell Condition Assessment was approved in the total amount of $80,000.00. The study was awarded thru design selection to Dore & Whittier Architects, Inc. A report of their findings was provided in the Comprehensive Facilities Assessment Study in August, 2011.

Project Name:	Salt Shed Design
Project Status:	Ongoing
Authorization:	$75,000 total
Budget Status:	On Budget
Engineer:	Weston & Sampson, Inc.
Owners Project Mgr:	Public Facilities - Construction

At the May 2011 Annual Town meeting Article 36: Appropriate for General Fund Cash Capital (Salt Storage Shed Design) was approved in the total amount of $75,000.00. The study was awarded thru design selection to Weston & Sampson. The feasibility study, which relocates the Salt Shed from its current location at Dedham Avenue to the RTS on Central Avenue, with estimates was complete and submitted in the summer of 2012. The November 2012 Special Town meeting will vote on construction funds. The project is expected to be funded in part through Chapter 90 funds. Removal of contaminated soils, anticipated to be found beneath the new salt shed site, will not be covered under Chapter 90 funding.

Project Name:	New Senior Center Construction
Project Status:	Ongoing
Authorization:	$8,075,000
Budget Status:	On Budget
Architect:	Bargmann Hendrie + Archetype, Inc.
Owners Project Mgr:	Public Facilities – Construction
Contractor:	Colantonio Inc.

At the November 2011 Special Town meeting, Article 14: Appropriate for New Senior Center was approved in the amount of $8,075,000 for a senior center to be located on MBTA land adjacent to

the Needham Heights train station. This land was acquired by the Town in a swap transferring Town owned property at the Hersey train station. Design of the Senior Center Study was awarded thru design selection to Bargmann Hendrie + Archetype, Inc.

Colantonio Inc. was awarded the construction contract in January 2012 and the ground breaking ceremony was held in April 2012. Substantial Completion is expected by September 2013 and occupation of the building during October 2013.

Project Name:	DPW Complex Renovations
Project Status:	Ongoing
Authorization:	$100,000
Budget Status:	On Budget
Owners Project Mgr:	Public Facilities - Construction

At the May 2012 Annual Town meeting Article 34: Appropriate for DPW Complex Renovations was approved in the total amount of $100,000. A design Request for Proposals will be available in August 2012 for the selection of a designer to carry the project thru the design and permitting phases.

Project Name:	St Mary Street Pump Station
Project Status:	Ongoing
Authorization:	$350,000
Budget Status:	On Budget

At the May 2012 Annual Town meeting Article 37: Appropriate for Water Enterprise Fund Cash Capital was approved out of which a total amount of $350,000 was designated for Fire Flow Improvements. The improvement is for the St Mary Street Pump Station. A project manager and a designer will be sought for in FY13.

Project Name:	Public Services Administration Building (Generator)
Project Status:	Ongoing
Authorization:	$6,315,000
Budget Status:	On Budget
Contractor:	Ostrow Electric Company, Inc.

At the May 2012 Special Town meeting Article 3: Amend the FY2012 Operating Budget was approved out of which a total amount of $90,000 was designated for Public Facilities Capital to increase the PSAB budget from the original articles, the 2008 Annual Town Meeting Article 33: Appropriate for Administration Building at DPW Complex design funds for the Public Services Administration Building in the amount of $500,000 and the October 2008 Special Town Meeting Article 5: Appropriate for Public Services Administration Building in the amount of $5,725,000, in order to permit installation of a permanent generator allowing for continued operation of this important facility. The original designer, Winter Street Architects, was chosen to complete the design for the generator installation. Ostrow Electric Company, Inc. was awarded the contract to

supply and install the generator subsequent to Town Meeting. Installation is anticipated to be completed during the winter of 2012/2013.

Upcoming future projects include a feasibility study for the School Administration Building, replacement of boilers at the Pollard Middle School, the replacement/renovation of the Hillside and/or Mitchell Schools and a study of Rosemary Pool. The PPBC is challenged by the enormously important and complex projects that have been appropriated by the Town. Successful execution of these projects is essential to successfully integrate these projects within the Town's infrastructure.

DEPARTMENT OF PUBLIC FACILITIES - OPERATIONS

Chip Laffey, Director of Facility Operations
Wayne Whisler, Facility Operations Shift Supervisor
Andrew Hall, Facility Operations Shift Supervisor
Stephanie Maloney, Administrative Analyst
Antoinette Poness, Department Specialist
Niki Rumbos, Department Assistant

The Public Facilities Department, Operations Division identifies, plans for, coordinates, and executes routine daily maintenance and custodial care of all Town buildings. In addition, the Department formulates long-range building related capital needs, including cost estimates and feasibility assessments, for planning purposes.

The Spring 2006 Annual Town Meeting created the Department of Public Facilities under the direction of the Town Manager. The new department was preceded by the Municipal Building Maintenance Board which has been in existence since 1995.

Buildings cared for and maintained by the Public Facilities Department include: Town Hall, Public Safety Building, Fire Station #2, Public Library, DPW Main Building, Public Services Administration Building, Charles River Water Treatment Facility, Ridge Hill Reservation (three buildings), Carleton Pavilion, Stephen Palmer Building (Council on Aging), Memorial Park Fieldhouse, Needham High School, Pollard Middle School, Newman Elementary School, Broadmeadow Elementary School, Eliot Elementary School, Mitchell Elementary School, Hillside Elementary School, High Rock School, Emery Grover School Administration Building, and the Daley Maintenance Building.

FY2012 HIGHLIGHTS

In March 2012 the department hired a Facility Operations Shift Supervisor that is assigned to the second shift. There is now a Shift Supervisor on both the first and second shift to cover the daily supervision of all staff within the Department.

Public Safety Building

- Replaced section in overhead door in garage
- Renovated kitchen and installed new cabinets
- Installed copper chimney cap and screening

- Repaired exterior lighting in parking lot
- Installed air compressor and auto condensate drain in police station garage

Fire Station #2
- Replaced main doors in apparatus bay
- Replaced lower garage doors
- Replaced 8 windows
- Installed new gas stove in kitchen
- Replaced carpet upstairs

Broadmeadow
- Installed LED bulbs in performance center and hallway
- Installed 42 new clocks and new master unit
- Installed new airphone system
- Installed new exhaust fans on the roof

Eliot
- Installed airphone system on main entrance
- Installed padding behind basketball nets

Hillside
- Replaced pump
- Installed motion detectors
- Repaired cracks in roof
- Replaced hot water system in boiler room
- Replaced grease trap
- Removed broken glass in gym and installed new glass

Mitchell
- Installed induction lights in place of existing wall packs
- Installed new ADA compatible ramp
- Replaced heat valves and actuators in Media Center
- Installed motion sensors in cafeteria, kitchen, gym, media center, teachers' lounge, and rooms 21, 21, 23, and 24

Newman
- Repaired pole lights in the parking lot
- Repaired elevator

Pollard
- Installed insulation in classrooms
- Rekeyed all interior doors
- Installed new zone valve in boiler room
- Installed new sinks in classrooms 251 and 288

- Removed wall dividers in blue gym and replaced with flexible partitions in both blue & green gym
- Replaced gas valve and cracked section on boiler #1
- Replaced heat valve and actuator in 12 office areas and Media Center
- Retrofitted AHU-5 in custodial area near boiler room

High School
- Repaired chiller in boiler room
- Major repair to elevator
- Repaired 13 exterior lights by the parking lot
- Repaired AAB ramp on Webster Street side, installed concrete pads for benches, and repaired two drains on the center connector
- Installed LED lights in hallway display cases
- Refastened pull-up bars in wrestling room
- Painted awning outside of cafeteria
- Installed washer and dryer in gym storage room

High Rock
- Repaired 6 pole lights in the upper parking lot
- Repaired hot water heaters

Emery Grover
- Repaired leaks in roof
- Repaired condensate pipe in boiler room

DPW
- Repaired boiler
- Reglazed and repainted windows
- Changed locks on office doors on second floor

Transfer Station
- Evaluated all overhead doors

Library
- Repaired pole lights in parking lot
- Repaired and improved handicapped door opener at rear entrance
- Repaired chiller on roof
- Replaced broken window
- Repaired knee wall

Memorial Park
- Replaced all exterior doors
- Painted exterior of building

Public Service Administration Building

- Painted multiple sections of building
- Replaced pole in parking lot that was knocked down
- Repaired elevator

COMMUNITY SERVICES

SECTION CONTENTS:

- Commission on Disabilities
- Community Preservation Committee
- Golf Course Advisory Committee
- Historical Commission
- Needham Free Public Library
- Needham Housing Authority
- Transportation Committee
- Park & Recreation
- Public Health
- Traffic Management Advisory Committee

COMMISSION ON DISABILITIES

Elaine Saunders, co-chair,
Jeanie Martin, co-chair,
Susan Crowell, secretary,
Leon Foster,
Debbi Heller,
Bruce Howell,
Karen Peirce, treasurer and ADA liaison,
Andy Wise
Dale Wise
Liaison from School Committee is Patrice Snellings;
consultant from MetroWest Center for Independent Living is Paul Spooner.

The Needham Commission on Disabilities (NCOD) meets on the third Tuesday of the month with the following membership: 9 members; a majority of whom are disabled; one of whom must be a family member of a person with a disability; and one of whom must be an appointed municipal official, and other interested Needham residents.

The purpose of the Commission on Disabilities is:

- To advise municipal officials, public and private agencies, and other individuals to ensure compliance with federal, state and local disability laws;
- To promote full integration of persons with disabilities into the community;
- To provide information, referrals, and technical assistance to individuals, businesses and organizations in all matters pertaining to disability issues;
- To participate in a variety of forums and media events to develop public awareness of persons with disabilities, and compliance with the Americans with Disabilities Act (ADA); and
- To award grants to community based organizations that increase awareness of and educate persons about disabilities, and that help persons with disabilities participate more fully in programs and activities in Needham.

BUDGET

	Expenses:	
2/27/12	Atlantic Broom Service, Inc, 10 handicapped parking signs	$105.00
6/5/12	New England Office Supply, digital camera and memory card	$191.58
6/29/12	New England Office Supply, pen for handicapped parking volunteer	$24.37
	TOTAL	**$320.95**

Revenue:

7/1/11 to 6/30/12	
Revenue from 4 handicapped parking signs sold to Needham businesses	$20.00
3/11/12 Donation in honor of BJ Cataldo	$50.00
TOTAL	**$70.00**

HANDICAPPED PARKING FUND

9/1/11 Flame Performance for Eliot, Mitchell, Newman and Broadmeadow Schools for Disability Awareness Week	$1,000.00
4/11/12 High Rock/Pollard PTC; Inclusion and Awareness Community Week; Purchase of film "Including Samuel"	$115.00
4/11/12 High Rock/Pollard PTC; speaker Travis Roy for Inclusion and Awareness Community Week	$650.00
6/12/12 Brailler and heavy braille paper for Needham Community Council	$775.00
TOTAL	**$2,540.00**

FY2012 HIGHLIGHTS

- Received and reviewed documents from the Massachusetts Architectural Access Board and the Department of Public Safety regarding rulings on code violations and variance requests, including the new site of the Needham Day Spa.
- Worked in conjunction with the Metro West Center for Independent Living in Framingham and the Massachusetts Office on Disability on all legal and technical matters pertaining to the disabled.
- Advised town officials and local businesses regarding the number and dimensions of compliance with ADA and the AAB regulations. Locations included Starbucks, Needham Bank, handicapped parking spaces and of proper signage required for HP spaces in order to ensure compliance at DeFazio Field and 66 Chestnut.
- Interacted with the Needham Highway Department to report and rectify nonfunctioning Audible Pedestrian Signals at Needham intersections.
- Advised town officials and the Needham Police about the necessity of providing audible traffic signals at pertinent crosswalks in Needham.
- Continued to make available handicapped parking signs that comply with state regulations and town by-laws at a reduced cost to Needham businesses and town departments.
- Maintained a force of trained volunteers that assist the Needham Police by taking photographs of violators of handicapped parking regulations and contacted Commissions on Disability in neighboring communities to inquire about their methods for monitoring handicapped parking violations.
- Held discussions with the Needham Police, DPW and Town Engineer regarding the possibility of establishing on-street handicapped parking in Needham.
- Created and supervised a Community Service project in which a Needham High School student surveyed and documented all handicapped parking spaces and signage in the town of Needham.
- Continued to award grants to individuals and organizations for materials and programs relating to persons with disabilities. (Funds made available from handicapped parking fines.)

- Distributed an updated NCOD brochure which is available at various town sites and is included in a welcoming packet for Needham newcomers.
- Contacted the Needham School Department and PPBC regarding problems related to accessibility at various locations including the Mitchell School stage, the Hillside School Library and some bathrooms, and the elevator at Needham High School.
- NCOD members made presentations regarding disability issues and worked interactively with Needham students and Olin College students to design and develop prototypes of aids for accessibility.
- Attended Disability Awareness programs in the Needham Public Schools.
- Guest speakers from the Massachusetts Office on Disability presented information to NCOD on disability issues of mutual interest and weekly updates were received from the Disability Policy Consortium.
- Advised parent representatives from the Newman School regarding accessible playground equipment.
- Met with architects and the executive director of the Needham Community Council to review and advise them on accessibility issues at the Hillside Avenue site for the council.
- Consulted the Town of Needham engineering department regarding curb cuts.
- NCOD members accompanied state and local officials on site visits of Newman and Pollard Schools and Town Hall to assess compliance with state and federal guidelines.
- Met with the Board of Selectmen for the purpose of presenting NCOD policies and procedures regarding the monitoring of ADA and AAB issues in the Town of Needham. Also NCOD was informed of new guidelines for the approval of and awarding of grants.
- Remained informed about regulations and issues concerning people with disabilities through subscriptions to publications, newsletters and through the public media.

FY2013 FORECAST/GOALS

- To continue to work with the School Administration, the liaison to the School Committee, MBMB, PPBC and the Park and Recreation Department in an advisory capacity to ensure compliance with AAB and ADA building codes at schools, playgrounds and other municipal buildings as they are renovated.
- To work with Needham Public Housing, its residents and Needham businesses to provide a safe environment and accessibility compliance including ramps, railings, entrances and lighting.
- To continue to inform non-compliant business property owners, including medical office buildings, of regulations regarding proper handicapped parking signage and offer properly worded handicapped parking signs to public and private organizations and businesses at a reduced cost.
- To work with the Needham Police to enforce proper usage of handicapped parking spaces through a program that tickets violators.
- To work with Town of Needham officials to continue to investigate the possibility of providing on-street handicapped parking in Needham.
- To follow up on violations revealed in the Community Service project that surveyed handicapped parking in Needham and insure implementation of needed corrections and changes.

- To utilize funds accrued from handicapped parking fines for the specific benefit of the disabled community through the issuing of grants.
- To continue to work with town officials to bring the Town of Needham into compliance with state and federal regulations regarding all accessibility issues.
- To continue to distribute the NCOD brochure.
- To dispense information and to serve as a resource to individuals and entities in the Town of Needham on issues relating to the disabled.
- To continue to facilitate registration of persons with disabilities in the Enhanced 911 program and Emergency Management Program, in conjunction with Needham Town Hall and the Needham Police.
- To encourage Needham citizens to participate in NCOD meetings which are publicly posted.

For further information about the Needham Commission on Disabilities and about attending a meeting, please call NCOD at (781) 455-7500.

COMMUNITY PRESERVATION COMMITTEE

Members:	***Appointed by:***
Mark Gluesing, Chairman	*Town Moderator*
Janet Bernardo, Vice Chair	*Conservation Commission*
Carol Boulris	*Historical Commission*
Gary Crossen	*Board of Selectmen*
Reg Foster	*Housing Authority*
Mike Retzky	*Park and Recreation Commission*
Paul Siegenthaler	*Town Moderator*
Sam Bass Warner	*Planning Board*
Lita Young	*Board of Selectmen*

Massachusetts General Law (M.G.L.) Chapter 267 of the Acts of 2000, Section 2, defines community preservation as "the acquisition, creation and preservation of open space, the acquisition, creation and preservation of historic structures and landscapes and the creation and preservation of community housing." Needham voted to accept the legislation in November 2004. The Community Preservation Committee is appointed to make recommendations for use of the Community Preservation Fund.

FY2012 ACCOMPLISHMENTS AND ACTIVITIES

- The Needham Community Preservation Fund received its state distribution of $417,271 from the Commonwealth in October 2011, a 26.64% match. The percentage was slightly lower than the prior year, but the actual amount of the distribution was about $16,000 higher than the prior year. The Town collected $1,566,385 through the local surcharge.
- The Committee continues to support the proposed changes to the state CPA legislation, supported by the MA Community Preservation Coalition. The proposed changes have been supported by legislative committees, and are expected to be approved in Summer 2012.
- The Committee held a public meeting in March, 2012, to gather public input on the proposals under review for funding.
- At the May, 2012 Annual Town Meeting, the Committee recommended and Town Meeting approved the funding of the following proposals:

$	25,000	Historical Society	Historic Artifact Storage/Catalogue
$	25,000	Historic Commission	Heritage Project
$	30,000	Town Clerk	Vital Records Preservation

- In addition to funding the proposals at the Annual Town Meeting, and as required by the state legislation, funds were spent or put in reserve for Historic Resources, Community Housing, and Open Space. Remaining funds, totaling $1,023,160 were placed in the Annual Reserve, for future projects in those categories or Recreation. Five percent of the revenue was put into the CPA Administrative budget.

STATISTICS

- The Community Preservation Fund has provided financial support to twenty nine (29) projects, with a total of $18,577,433.

Community Housing total	$ 1,094,500
Open Space total	$ 1,158,200
Historic Preservation total	$ 15,492,233
Recreation total	$ 832,500

IN MEMORIAM

Chairman Mark Gluesing paid the following tribute to CPC member Jane Howard in February, 2012. "Committee member Jane Howard died earlier this month. I want to take a moment to recognize Jane's service to the Community Preservation Committee (CPC). She was appointed to the CPC by the Board of Selectmen in 2007. She was a valuable contributor to the Committee. While serving as a project liaison on the CPC's largest and most controversial project, the renovations to Needham Town Hall, she provide thorough and diligent review of the project for the Committee, and after it was funded by a vote of Town Meeting, she provided continuing oversight of the project on behalf of the CPC. Jane served as Committee Chair for two years. She led the Committee with a keen attention to detail and efficiency. She improved the Committee review process and the timeliness of feedback with project applicants. She implemented an improved schedule of review and coordination with the Board of Selectmen and the Finance Committee that enabled those boards to more easily contribute to the deliberations of the projects. She was a valuable ongoing resource to the Committee after her Chairmanship.

The Community Preservation Committee was but one of the many civic and social groups that received the generous donations of Jane's time and energy. She was a valued colleague and friend. The Town of Needham has benefited from her public services, and she will be very missed."

GOLF COURSE ADVISORY COMMITTEE

Daniel Dain (Chair),
Roy Cramer,
Michael Mahoney,
Eric Pederson,
Richard Reilly,
Jon Schneider,
Mary Grace Summergrad

The Golf Club Advisory Committee members are appointed by the Selectmen to act as a liaison between the Needham Golf Club and the Board of Selectmen. The Committee monitors Club operations to ensure that the Club is operated in accordance with the terms of the Lease with the Town. The Committee also provides a forum for residents to obtain information about the operation of the Club and to resolve any disputes with the Club. The Committee reports to the Board of Selectmen.

The Needham Golf Club is a private non-profit corporation organized in 1923. The Club operates a 9-hole golf course designed by a disciple of Donald Ross. The Club owns approximately 6.7 acres of land fronting on Green Street. The club house, parking lot and ninth green are on land owned by the Club. The remainder of the golf course is on approximately 58.8 acres of land leased from the Town.

The current Lease, approved by Town Meeting in 2008, expires on April 30, 2029, but is subject to the right of the Town to terminate at any time for "any lawful municipal purpose" upon action by the Town Meeting. Under the terms of the Lease, residents have the right to use the golf course for one full weekday, one partial weekday, and one partial weekend day. Greens fees charged are the same fees that members pay for their guests. In addition, the Club accommodates the Needham High School Golf Team and allows use of the premises for winter recreation. The Lease imposes various restrictions on membership including a requirement that 90% of new members must be residents of Needham.

The Golf Club Advisory Committee meets prior to the beginning of the golf season and at the end of the season and holds special meetings if matters arise at other times.

FY2012 HIGHLIGHTS

- The Committee was greatly saddened by the passing of its Chair, Jane Howard.
- The Committee selected a new Chair, Daniel Dain.
- The Committee welcomed new member, Mary Grace Summerland.
- The Committee met two times during FY2012 (December 7, 2011 and June 19, 2012), with Club President Steve Theall and Club Vice President Bruce Herman.
- At the two meetings, the Committee reviewed with the Club's leadership the Club's compliance with the terms of the Lease, including rights of winter recreation, Needham High Golf Team access, and resident days; as well as resident composition of new accepted members and the Club membership, and the prohibition of discrimination on the basis of sex, race, color, creed, sexual orientation, and national origin.
- The Club reported that 88 percent of new members for the calendar 2012 season were residents. This is below the 90 percent threshold set forth in Lease section 9.2. The Club received a waiver from the Town Administrator under section 9.5.

- The Committee also reviewed with the Club whether there had been any issues with the neighborhood during the year. The Club reported infrequent complaints about noise and traffic, but no ongoing issues.

NEEDHAM HISTORICAL COMMISSION

Richard Hardy, Chair
Gloria Greis
Carol Boulris
Sandy Tobin
Joel Lebow
Dr. Miles Shore
Bob Boder

The Historical Commission was created to ensure the preservation, protection, and development of the historical assets that are the visible evidence of the Town of Needham's history. The Commission seeks to identify places of historic or archeological value, and to coordinate with other town boards bodies to preserve the town's historical heritage. The functions of the Historical Commission include assisting residents in obtaining historical information about the Town, reviewing proposed demolition projects in accordance with the Demolition Delay By-law (2.11.5), and working with the Town in the evaluation of the future use of historic buildings. There are seven members on the Historical Commission. Members of the Commission are appointed by the Board of Selectmen for three year, staggered terms.

FY2012 ACTIVITIES

REVIEWS OF INVENTORY PROPERTIES

- The Howland – Moseley House (1862) 50-52 Oak Street Town Inventory number B74– voted to not find the house preferably preserved due to damage and changes since listing, uncertainties in the listing criteria; no delay imposed.
- The Caroline G. Mills House (C1876-1879)171 Warren Street Town Inventory number B121 – voted to find the house preferably preserved due to integrity of style and design, eligibility for National Register, significance to town center development and neighborhood; imposed 6-month demolition delay.
- The Jonathan Kingsbury House (1779) 3 Rosemary Street Town Inventory number B11– owner seeking guidance on installing solar panel on historic roof; advisory only, not a matter for bylaw review.
- Cricket Field (C 1860) Town Inventory number D15 – commission issued a letter to the Needham School Committee opposing the possible use of Cricket Field as the new site for the Hillside School. Although the Field is listed in the Needham Historic Inventory, it is not a structure and therefore does not come under the Commission's jurisdiction for demolition review.
- 20 Charles River Street The Lyman Greenwood House (1824) Town Inventory number B28 – owners seeking permission to demolish a portion of a non-historic addition to add a room and deck to the house; commission voted to approve plan, which did not have a significant impact on the historic portion of the house.

CPC GRANT

- The Community Preservation Committee agreed to grant the NHC an additional $25,000, for a new round of historic house reviews for the Inventory.
- The Commission also reviewed two other historic-preservation project applications (Needham Historical Society, Town of Needham), and affirmed their historic significance, as required by the CPC bylaw.

BOSWORTH PRESERVATION AWARDS an award of the Historical Commission to recognize individuals and organizations who have undertaken efforts to preserve historical properties or structures in the town. In 2012 the award was given to Scott and Barbara Jones and architect Frank Shirley for the renovation of the Amos Fuller House (1754) 220 Nehoiden Street Town Inventory number B9; and to McGinley Kalsow and Associates for the renovation of Needham Town Hall.

MA HISTORICAL COMMISSION PRESERVATION AWARDS – the Needham Historical Commission nominated the Town Hall renovation project for an MHC award, and provided a letter support for the nomination of the Amos Fuller House renovation.

HOUSE STORIES – Commission member Robert Boder produced several short documentaries about historic properties in Needham, and resources for their preservation. The films are broadcast on The Needham Channel cable TV and are available as DVDs. The series is ongoing.

OLD INVENTORY RECORDS are being transcribed into digital form, and new photos are being made; this will bring all inventory records into digital format for ease of dissemination and access via the Commission website, the Town's mapping services, etc. The Historical Commission also lent its support to the efforts of the Needham Free Public Library Archivist in her ongoing efforts to preserve archival materials housed at the library and her digitization of town assessor photographs of residences taken in the 1950's.

COMMISSION APPOINTMENTS/RESIGNATIONS – Mr. Joel Lebow resigned from the Commission in March, having sold his house and moved out of town. Mr. Jonathan Yellin was appointed to the Commission by the Selectmen in July.

NEEDHAM FREE PUBLIC LIBRARY

BOARD OF TRUSTEES
Lois C. Bacon, Chair
Rose A. Doherty
Richard C. Hardy
Thomas M. Harkins
Margaret L. Pantridge
Gregory J. Shesko
Lois F. Sockol

The Board of Library Trustees derives its authority from Massachusetts General Laws, Chapter 78, Sections 10 and 11, and the Needham Town Charter Part 3, Section 19. In conjunction with its Strategic Plan, the Board of Library Trustees has adopted the following Vision and Mission Statements.

VISION STATEMENT

The Needham Free Public Library will provide the community with access to resources to support its users' evolving educational, intellectual, recreational, and cultural needs. The library will provide an open environment for interaction among people of all ages, interests, and abilities.

MISSION STATEMENT

The Needham Free Public Library is committed to:

- Providing resources and technology to support library users in obtaining the information they seek;
- Promoting collaboration, cultural awareness and understanding among individual users and community groups in the community it serves; and
- Fostering an environment that stimulates imagination and learning.

LIBRARY STAFF
Ann C. MacFate, Director
Dana Mastroianni, Assistant Director
April E. Asquith, Reference Supervisor
Diane T. Browne, Technical Services Supervisor
Janet E. Prague, Children's Supervisor
Danielle Tawa, Technology Specialist/Archivist
Catherine D. Stetson, Reference Librarian/AV Specialist
Gay Ellen Dennett, Reference Librarian/Program Specialist
Deborah A. Lovett, Circulation Supervisor
Carolin S. Davis, Assistant Children's Librarian
Manuela R. LaCount, Assistant Cataloger
Karen H. Donaghey, Library Assistant
LuAnn M. Caron-Leslie, Library Assistant

PART-TIME
REFERENCE STAFF
Jeffrey R. Arnold
Mary H. Conlon
Brenda L. Ecsedy
Ardis Francoeur
Leigh R. Hoffman

CUSTODIAL STAFF
Angel R. Lopez
Raymond B. Cranton
Howard R. Egerton

PART-TIME CHILDREN'S STAFF
Kerri O. Brosnan
Elaine M. Garnache
Diane L. Shetler
Pamela C. Yosca

PART-TIME LIBRARY ASSISTANTS
Erin G. Bassett
Sandra J. Bedigan
Annalisa Bishop
Karen C. Gallagher
Melanie A. Griffiths
Judith G. Johnson
Irene L. Kamergorodsky
Janet S. Krawiecki
Kathleen M. McIntyre
Cheryl Miller Smith
Christine M. Moynihan
Ellen A. Porter
Kelly E. Rizoli
Ellen J. Stalter
Joan P. True

FY2012 HIGHLIGHTS

JULY
- The Library Book Cart Drill Team marched in Needham's Fourth of July parade.
- The U.S.S. Constitution Museum became the newest pass in the Library's museum pass program.

AUGUST
- 210 children participated in the Children's Room Summer Reading Program.

SEPTEMBER
- A self-check station was added to the Children's Room.
- The afternoon and evening sessions of the NPL Book Groups resumed meetings.

OCTOBER
- The first McIver Lecture Series program featured Stephen Puleo discussing his latest book, *A City So Grand: The Rise of a Metropolis, Boston 1850-1900.*

NOVEMBER
- Author Gregory Maguire spoke about his latest book, *Out of Oz*, the final book in the "Wicked Years" series.
- British Consul-General for New England Phil Budden presented a program that focused on the continuing relationship between Needham and Needham Market, England.
- Needham Market Mayor Martin Spurling enjoyed an extensive tour of the Library.
- The Children's Department established a LEGO Club.
- The Massachusetts Board of Library Commissioners certified the Library for FY2012, making the Library eligible to participate in the FY2012 State Aid to Public Libraries Program.

DECEMBER
- Needham authors Judy Gelman and Peter Zheutlin launched their new book, *The Unofficial Mad Men Cookbook: Inside the Kitchens, Bars, and Restaurants of Mad Men* in the Library's Community Room.
- 1,673 people welcomed in the New Year at seven New Year's Needham events at the Library.
- Olin College Assistant Dean of Students and LEGO expert Nick Tatar spoke about building LEGO structures. He built a 15,000 piece model of Needham's Town Hall and Commons for the Town's 300 birthday celebration.

JANUARY
- Felicity Long discussed her experiences as a travel writer, as well as her new book, *Great Escapes: New England*, at the second McIver Series lecture.

FEBRUARY

- The final FY2012 McIver Lecture Series program featured author and *Boston Globe* reporter Eric Moskowitz discussing his decade-long experiences as a journalist in New England.

MARCH

- Temple Beth Shalom Garden Club members and Needham High School art students presented the Fourth Annual Art in Bloom displays. More than 2,000 people were awed by the arrangements and accompanying art work.
- The self-checkout system was utilized a record-setting 10,000 times during the month.

APRIL

- The Library added Blu-Ray Disks to its audiovisual collection.
- The Children's Department subscribed to the *Tumble Book Library* database of ebooks for children.
- On National Library Snapshot Day more than 750 people visited the Library and borrowed 1,552 items.

MAY

- Olin Professor Caitrin Lynch presented a program that featured Needham's Vita Needle Company and its older workers.
- Author Chaim Rosenberg introduced his book, *The Knitters of Needham*, and discussed the impact that the 19th century knitters from the Midlands of England had on Needham.

JUNE

- The Reference Department added two new databases, *Consumer Reports* and *The Boston Globe Digital Microfilm*.
- The Library realized its long-standing goal of closing the books-borrowed-from-other-libraries/books-loaned-to-other-libraries gap. In FY2012 the Library loaned 2% more books to other libraries than it borrowed from other libraries to fill Needham resident requests.

FY13 FORECAST

Library staff members will become experts in using ebook devices, as they hold training sessions for Needham residents. The new borrowed-items/loaned-items ratio will be maintained.

DONATIONS TO THE LIBRARY

During FY2012 forty-six people volunteered 1,305.5 hours of service to the Library. Volunteers mended the Library's books, dusted and straightened the Library's shelves, and put returned materials back on the shelves. In addition, the Library Trustees and Friends of the Library

worked many hours presenting programs, book sales, and other special events. The Friends of the Library donated more than $53,000 to the Library during the fiscal year. This includes both cash gifts and direct payments for items. Friends' donations paid for subscriptions to international magazines; museum passes; Library programs; reference books; computer books; *Universal Class* database; books-on-CD; Playaways; DVDs; children's books; travel books; law books; business books; sports books; the *News for You—An English Language Learner's Newsletter*; a BookScanStation; funding for children's craft programs; Archival supplies; a barcode duplicator; two departmental laptops; ereaders; a pamphlet display rack; an inkjet printer; mending supplies and tools; and young adult books, graphic novels, books-on-CD, and playaways. The Needham Garden Club supplied weekly flower and plant arrangements for the Library's lobby, purchased the pass to the Garden in the Woods, and maintained planters in the main entrance lobby and at the Highland Avenue entrance. The Lions' Club donated funds for the purchase of books for the Library's Large Print Collection. The Quinobequin Quilters provided the Library with a pass to the Quilt Museum. The Massachusetts Department of Conservation and Recreation gave the Library a Massachusetts ParksPass to the State's parks. The Library Foundation of Needham provided funds for many of the Library's programs, a pass to the Danforth Museum and a pass to the Concord Museum. Other clubs, groups, and organizations that made significant donations to the library in FY12 include:

Project VAN (Volunteers Around Needham)
Needham High School Community Classroom Program
The Needham High School Anime Club
The Needham Exchange Club

Thank you to the many individuals who displayed their paintings and pictures in the Friends' Gallery and showed their handicraft work in the Library's display cases. You provided everyone with a visual feast. Thank you also to the many individuals who made memorial and honoring donations to the library during FY2012. The Trustees and staff are grateful to everyone who made a donation to the Library. You enrich the Library's collections, as well as the lives of the people of Needham.

	FY10	FY11	FY12
Memorials and Cash Donations	$63,337	$51,980	$57,780.50
Value of books, videos, etc. donated	$ 9,936	$ 4,254	$ 4,297.00

DEPARTMENTAL STATISTICS:

	FY10	FY11	FY12
Adult Department:			
Circulation (books, videos, DVDs, CDs, cassettes, periodicals)	341,778	315,745	314,294
Items loaned to other libraries	57,286	58,782	65,151
Items borrowed from other libraries	62,063	61,418	62,627
Total money returned to Town from fines, fees, lost books, etc.	$61,573.55	$57,896.98	$56,756.26
Reference Department:			
Reference questions answered	20,246	18,805	18,962
Directional questions answered	2,952	3,861	3,857
Number of people using Genealogy Room	90	106	98
Number of people using Study Rooms	4,541	5,431	4,951
Remote Access	301,796	207,610	190,584
Children's Department:			
Circulation (books, videos, DVDs, CDs, cassettes, periodicals)	238,833	232,945	240,188
Reference questions answered	15,241	13,089	12,038
Story times and other programs	209	271	304
Attendance at programs	9,573	13,456	14,273
Catalog Department:			
Adult books added to collection	7,011	7,817	7,965
Adult books withdrawn	3,006	8,492	6,734
Children's books added to collection	2,367	3,606	5,451
Children's books withdrawn	934	2,541	1,827
Audio items added	1,091	1,081	1,869
Audio items withdrawn	717	152	418
Visual items added	1,456	1,767	2,150
Visual items withdrawn	353	463	671
Total Collection	163,084	165,707	173,492

MISCELLANEOUS STATISTICS:

Number of registered borrowers	19,073	18,812	18,595
Total hours open	3,378	3,370	3,372
Attendance	362,354	364,000	367,640

NEEDHAM HOUSING AUTHORITY

Andrew L. Cohen, Peter Pingitore, William DeBear, Reginald C. Foster (left to right)

Cheryl Gosman

The Needham Housing Authority's mission is to provide decent, safe and affordable housing for low to moderate income families respecting the rights and privacy of each individual and to help improve the quality of life for the participants through related programs and resources. For over 60 years, the Authority has faithfully served the town of Needham by administering State and Federal aided housing programs that provide affordable and low income housing opportunities for Needham's elderly and family populations.

The Authority owns and/or manages 436 units of affordable housing distributed as follows within the town of Needham:

Units	Program	Location	Bedroom size
152	State (Ch.667)	Linden & Chambers Street elderly/handicapped	1 BR and Studio
60	State (Ch.200)	High Rock Estates Family/Veteran	2 & 3 BR
20	Project-Based Vouchers-S8	High Rock Homes (Rentals)	2 & 3 BR
20	Mixed Finance	High Rock Townhomes Homeownership-Condo	2 & 3 BR
8	State (Ch.689)	1415 Great Plain Avenue 8 units for Special Needs	1 BR
46	Federal	Seabeds Way elderly/handicapped	1 BR
30	Federal	Captain Robert Cook Drive	2 & 3 BR
100	Federal	Section 8 Tenant Based Vouchers	Scattered in private housing

The Needham Housing Authority also provides management oversight and staffing for the Wellesley Housing Authority administrative and maintenance operations.

Oversight of the Needham Housing Authority is provided by five members of the NHA Board of Commissioners all of whom are residents of Needham.

Four of the NHA Commissioners are elected by the Town and one Commissioner is appointed by the Governor. The commissioners' service expires in the following manner:

	Office	**Term expires**
Peter Pingitore	*Chair*	*April 2015*
Reginald C. Foster, Governor's Appointee	*Vice Chair*	*May 2016*
Cheryl Gosmon	*Treasurer*	*April 2014*
William DeBear	*Commissioner*	*April 2016*
Andrew L. Cohen	*Commissioner*	*April 2013*

STAFFING

The NHA's Executive Director currently supervises six administrative staff employees and four maintenance staff employees at the Needham Housing Authority as well as two additional administrative staff and 4 maintenance personnel at the Wellesley Housing Authority

The NHA administrative staff is composed of the following dedicated individuals:

Pamela Clark Allen, Executive Director
Dawn Beaulieu, Leasing Coordinator
Patricia Edmond, Leasing Assistant
Carol Capone, Bookkeeper
James Murphy, Deputy Director of Maintenance
Sandra Amour, Office Manager
Penelope Kirk, Resident Services Coordinator

The NHA Maintenance Department is composed of the following maintenance staffers:

John Pladsen, Dan Mann, Bryan Trundley, Al Conti

The Authority remains committed to providing high quality maintenance and property management services in order to preserve the existing housing stock as a public resource for decades to come. Staff members regularly attend government accredited seminars and training programs to enhance their professional effectiveness.

BUDGETARY DATA

The Needham Housing Authority maintains separate budgets for each of its programs. Monthly rent receipts are the major source of funding for the Authority. Additional operating and capital improvement subsidies are provided through HUD for the Federal Programs and the State's Department of Housing and Community Development (DHCD) for the State programs. The Authority receives no Town of Needham money for its continued operation and is not part of the Town's budget. Under a management agreement with the Wellesley Housing Authority, the

Needham Housing Authority collects a monthly management fee for the administration and oversight of their programs and properties.

The Annual Budget of the Needham Housing Authority is a public record and is available for review at the Authority's office at 28 Captain Robert Cook Drive. The latest audit was completed for FYE December 2011 and was performed by Hurley, O'Neill & Company Certified Public Accountants.

The Needham Housing Authority Cooks Afterschool tutoring program for children aged 6- 16 years of age was a resounding success in 2012. Over 20 NHA youngsters participate in this program featuring home work assistance and recreational activities.

FY2012 HIGHLIGHTS

HIGH ROCK ESTATES

In 2012, in as part of an ongoing process to convert 60 High Rock Estates single family homes to a federally funded housing program, the NHA, in conjunction with the Massachusetts Department of Housing and Community Development completed numerous modernization activities in the High Rock Estates development. The NHA rehabbed bathrooms, replaced roofs; power washed buildings, rebuilt retaining walls, conducted masonry repairs and replaced siding, in the High Rock Estates neighborhood. High Rock Estates is expected to transfer to federal oversight in 2013.

HIGH ROCK HOMES CONDOMINIUMS

All of the NHA developed High Rock Homes Condominiums have been sold. The properties are beautifully maintained and serve as a prime example of what a committed community can accomplish to provide increased access to high quality affordable housing to qualifying families.

LINDEN-CHAMBERS STREET SENIOR HOUSING

Weekday activities in the Linden-Chambers community room are conducted by Springwell. Springwell also provides, and serves, a catered meal each evening for NHA seniors.

The Linden-Chambers senior housing complex continues to provide conveniently located, affordable housing options for seniors who wish to live independently. All of the Linden Street buildings received new exterior trim paint and all of the Chambers Street buildings received interior hallway repainting in 2012.

The NHA Board of Commissioners have begun to explore the feasibility of redeveloping this community and replace the current studios with modern, one bedroom apartments and increased accessibility for disabled residents. In support of these efforts, the Town of Needham's CPC has awarded a $50,000 grant to the NHA so we may conduct the various studies necessary to properly evaluate redevelopment options for these sites.

Care Connections, a cooperative venture with Springwell and the Needham Housing Authority provides support for the senior and disabled individuals residents who require a little assistance with their activities of daily living. Springwell provides two overnight on-site personnel for urgent care at Linden-Chambers. An additional full-time care coordinator works with residents and sets up services such as homemaking, transportation, medication reminders, meal site or at-home meal delivery as well as other available community services. The costs for these resident services are income and need based and are provided to residents on a sliding scale.

The Needham Housing Authority is pleased that this option exists for Needham residents and we remain committed to helping our senior residents live independently for as long as possible. Interested seniors or families of seniors may make application for housing by contacting the Needham Housing Authority management office at 781-444-3011.

CAPTAIN ROBERT COOK DRIVE and SEABEDS WAY

The housing authority has judiciously utilized federal capital funds in these two developments to improve kitchens, entrance doors, and bathrooms. Modernization efforts at these sites will continue into 2013.

RESIDENT SERVICES

Our Resident Services Coordinator assists families and elders residing in NHA communities by connecting them to area service agencies and resources. Penny Kirk, the Resident Service

Coordinator of the NHA also works closely with the Needham School Department to coordinate tutoring and supportive programs for students. In 2011, Middlesex Bank donated $15,000; Dedham Bank awarded $4,000; Needham Bank Awarded $2,500; Danvers Bank donated $2,500; and MUZI Ford donated $3,000 to the afterschool tutoring program for children residing at the Cooks Bridge community.

An exercise and nutrition program takes place at the Chambers Community room weekly. It is funded, in part, by the Arthritis Foundation. Information on the programs administered by the Needham Housing Authority can be obtained at www.needhamhousing.org.

COMMUNITY PARTNERSHIPS

The Authority works in cooperation with many local organizations. Service partnerships include Needham Community Council, Cradles to Crayons, and Toys for Tots; Needham High School, Babson College volunteers, Olin College volunteers, Noble and Greenough School, the Needham Park and Recreation Department, the Linux Club, and the Kalmia Club are some of the many groups with whom the Authority has established and maintained strong working relationships.

FY2013 FORECAST

Walkway and curb replacements roof replacements and kitchen remodeling activities are planned for the various Authority owned properties in 2013. The spring of 2013 will witness ongoing landscaping activities in the High Rock community as we continue to demonstrate that well conceived, affordable housing can coexist as a part of; rather than apart from; the larger community.

FIVE YEAR PLANNING

The Board of Commissioners of the Needham Housing Authority have embarked upon a five-year planning process designed to chart a bold, new course for the future of this housing agency. Members of the Board are reaching out to other town committees and boards to solicit ideas about the direction and the challenges the NHA might next embrace. The NHA has begun planning for the next steps necessary to insure that the Needham Housing Authority remains true to its responsibilities to continue championing the cause of decent, safe, affordable housing within the Needham community.

Applicants and families may call the Needham Housing Authority to request an application for housing. The office is open from 8:30 A.M. until 4:30 P.M. from Monday through Friday. The administrative office is located at 28 Captain Robert Cook Drive in Needham. You may contact NHA staff by phone at 781-444-3011.

NEEDHAM TRANSPORTATION COMMITTEE

Richard S. Creem, Chair
Duncan W. Allen
Stephen McKnight
Jane Howard
Linda Hoard, Secretary

The Needham Transportation Committee is a standing committee of the Town of Needham, established under Section 2.7.1 of the General By-Laws of the Town for the purpose of "continuing studies of the mass transportation needs of the Town, with particular emphasis upon commuter transportation" and undertaking "such special studies relative to transportation problems as the Selectmen or Town Meeting may, from time to time, direct." The membership of the Committee consists of two members appointed by the Board of Selectmen, two members appointed by the Planning Board, and one member appointed by the Moderator. The Town's representatives in the General Court serve *ex officiis* as non-voting members. In addition to responding to requests from the Selectmen and Town Meeting, the Transportation Committee, on an ongoing basis, (i) provides an opportunity for members of the community to bring their concerns before the Committee, and (ii) works with the Selectmen and the Town Manager to address the Town's concerns with the Massachusetts Bay Transportation Authority (MBTA).

FY2012 HIGHLIGHTS

The state transportation finance crisis emerged as a key issue in FY12, as the Massachusetts Department of Transportation (MassDOT) and MBTA held public hearings on proposed drastic systemwide fare increases and service reductions to close a $160 million shortfall in the Authority's FY13 (July 1, 2012 – June 30, 2013) operating budget (the "T Plan").

The MBTA Advisory Board, on which the Transportation Committee chair serves as the Town of Needham's voting representative, reviewed the T Plan and countered with a proposal for a series of short-term changes to the MBTA's financial and service structure that would have mitigated the FY13 fare and service changes, while paving the way for long-term transportation finance reform that would both stabilize the MBTA's finances and alleviate the "lurching from crisis to crisis" mode that characterizes the current situation.

The Transportation Committee, in turn, held a public hearing, on February 27, 2012, at Needham Town Hall's Powers Hall, on the impact of the T Plan on the Town of Needham (*e.g.,* up to a 46% fare increase, a potential cut-off of commuter rail service after 9 PM on weekdays, possible elimination of Saturday Needham commuter rail service, and possible elimination of some or all Bus 59 Watertown—Needham Junction service). The Committee led off the hearing with a PowerPoint overview of the T Plan, its impact on the availability and efficacy of Needham public transportation services, and the cost effectiveness of Needham line operations relative to

the other lines in the MBTA commuter rail system.

Based on the comments received at the public hearing, on which Senator Richard Ross, Representative Denise Garlick, and MBTA Advisory Board Executive Director Paul Regan participated as panelists, the Transportation Committee worked with Senator Ross, Senator Mike Rush, Representative Garlick, the Town Manager, the Board of Selectmen, and the Director of Economic Development, to craft a series of written responses to the T Plan, detailing the negative impact of the T Plan on Needham residents, reverse commuters into Needham, and the local economy, which responses were directed to the Governor, the Senate President, the House Speaker, the Secretary of Transportation, and the MBTA Acting General Manager.

The MBTA responded by instituting a smaller systemwide fare increase and eliminating Saturday/weekend commuter rail service on the Needham line and two of the three Old Colony lines, all as part of an interim financing plan passed by the Legislature. On a positive note, the MBTA kept Bus 59 service intact.

The NTC, together with Senator Ross, Senator Rush, Representative Garlick, the MBTA Advisory Board, the Town Manager, and the Board of Selectmen, will continue to work to restore Needham line Saturday commuter rail service, preserve existing Needham commuter rail/local bus service, and push for comprehensive state transportation finance reform.

PARK AND RECREATION

PARK & RECREATION COMMISSION
Thomas M. Jacob, Chairman
Michael J. Retzky, Vice Chairman
Cynthia J. Chaston, Member
Brian S. Nadler, Member
Andrea L. Shorthose, Member

DEPARTMENT STAFF
Patricia M. Carey, Director
Karen A. Peirce, Assistant Director
Nicole DiCicco, Recreation Supervisor
Cassandra Halloran, Administrative Specialist

Empowered by Chapter 45 of the General Laws of the Commonwealth of Massachusetts, the Park and Recreation Commission:

- Provides balanced, year-round recreation programming and leisure services for all ages.
- Serves as steward of over 300 acres of public parkland including the Town Forest; and schedules recreation and athletic facilities.
- Manages Rosemary Pool and Lake as the principal aquatic recreation facility.
- Provides long-range open space and recreation planning.
- Coordinates and provides support services for many community organizations.

- Provides youth leadership training and volunteer resource development.

The five members of the Park and Recreation Commission are elected to three-year terms. The Commission meets on the second and fourth Mondays of each month.

FY2012 HIGHLIGHTS

The benefits of Park and Recreation services, in communities across the country, are endless, and the Needham Park and Recreation Commission is proud of the partnerships it has developed with many in the Town to enhance the lives of all Needham residents.

ECONOMIC BENEFITS

- Commission waived Summer Program and Rosemary Pool fees of almost $25,000 for Needham individuals and families in need of assistance, to enable all to have access to recreation and leisure activities. The amount of requests for programs declined from the prior year, but have not returned to the level prior to the economic downturn;
- Commission generated almost $300,000 in revenue that was deposited into the Town's General Fund, with an increase of more than $5,000 over the prior year;
- Commission conducted annual review of program fees, ensuring that all direct costs were covered by the fees paid by residents who participate in programs;
- Commission and Memorial Park Trustees reviewed new policy regarding permitting of athletic fields. Input was received for sports programs before new policy was established;
- Provided staff assistance to the Community Preservation Committee;
- Parent Talk donated financial support for the summer of 2012 Children's Theatre program;
- Needham Cultural Council, Needham Exchange Club, Dedham Institute for Savings Bank, Louise Condon Realty, Middlesex Savings Bank, Needham Bank, Tom Nutile Band, Needham Business Association, and many Needham residents donated funds in support of the 2012 summer Arts in the Parks concert series;
- Assisted with field maintenance projects financed through Field Maintenance Fee, paid by groups using town-owned athletic fields, allowing the DPW Parks and Forestry Division to reduce the damage to fields from overuse. More than $45,000 was collected, an increase from prior years;
- Department offered programs through the use of a revolving fund fees, generating more than $220,000 in revenue for the cost of running those programs, and fee-based services, including Field Maintenance and Athletic Field lights fees;
- Town Meeting created the Athletic Facility Improvement Fund, with an initial balance of more than $280,000, to prepare for future capital improvements on athletic fields;
- Commission supported efforts at the State House to change the text of the Community Preservation Act legislation, to allow use of CPA funds for capital projects on properties already owned by the Town. It appears there is support for these changes to be approved and implemented in Summer 2012.

COMMUNITY BENEFITS

- DPW oversaw project to re-grade the DeFazio parking lot and add stone chips, as a short-term solution to parking lot issues, while resources are still sought for a permanent solution;
- Worked with Permanent Public Building Committee on study to develop options for renovation or replacement of building at Cricket Field;

- Designs were developed for the rehabilitation of Walker-Gordon Field and incorporating the adjacent two parcels of land recently purchased to expand the field and create a garden and seating area near the pond;
- Perimeter fences were replaced at the Mills Field baseball diamond;
- Worked with Bay Colony Rail Trail group, and representatives from Dover, Medfield and Newton to study the possibility of unused rail right-of-way being used for recreation path. The primary focus has been on the 2 mile section that begins at Needham Junction and extends to the Charles River and the border with the Town of Dover;
- Worked with Town Manager's committee on development of social media policy and guidelines for use by departments;
- Selectmen appointed a working group to study and recommend a new playground at Greene's Field;
- Worked with Newman parents on the creation of new playgrounds for Kindergarten and Grades 1-5. The plan is to install the playgrounds in Summer 2012, ready for the school's reopening in September;
- Department continued to work with School Department on safe playgrounds;
- Worked with DPW on re-design of Webster Street at Avery Park, to create segregated parking area for park users;
- Assistant Director participated on Eat Well/Be Fit, Needham Committee, including offering a walk for children during the week of walk events called Needham Springs Into Action Week;
- Held Field Scheduling Summits, with sport league officials for tenth year, regarding annual use of athletic fields, and continued long-term project on working with leagues to revise field scheduling policies to relieve overuse of fields and to benefit participants;
- Celebrated the contributions of the DPW to Park and Recreation facilities and projects with "Touch the Trucks," an annual community event;
- The warm winter temperatures prevented outdoor pond skating activities;
- Worked with resident sponsored committee studying the concept of a community center;
- Assistant Director served as Chair of the Wellness Subcommittee for Needham's Tercentennial in 2011;
- Commissioner Brian Nadler retired from the Park and Recreation Commission. Dave DiCicco was elected to the Park and Recreation Commission in April 2012.

ENVIRONMENTAL BENEFITS

- Director served on Town's Integrated Pest Management (IPM) Committee with the Town Manager, Parks and Forestry Superintendent, Health Director, Conservation Agent, and Supervisor of Custodians, assisting with enforcement of IPM Plan and Child Safety Act;
- Continued implementation of goals in Open Space and Recreation Plan;
- Director and Assistant Director worked with Trails Advisory Group with representatives of Conservation Commission and staff, DPW Parks and Forestry, and Park and Recreation Commission. Assistant Director serves as Trails Coordinator, assisting boards with jurisdiction over Needham's trails;
- Trails Steward Program established. Sixteen Trails Stewards regularly walk designated sections of trails at eight locations, assisting with light maintenance and reporting issues to Trails Coordinator;
- Assistant Director coordinated Town-wide clean up projects with Needham 300 Committee;
- Assistant Director worked with a variety of organizations and individuals on park clean-up

projects, including assisting several Eagle Scout (Boys Scouts) and Gold Medal Award recipients (Girl Scouts) with completion of their projects. Projects included Scott Groux's Perry Park project to install new benches and remove an old walkway; Ryan Colarusso's project to clear part of the Charles River Trail at Ridge Hill and installation of signs; Matthew Bejian's project to plant 24 Emerald Arborvitae trees at the tennis courts at Needham High and install park benches; Msgr Haddad clean-up at Reservoir and DeFazio; Temple Aliyah Day of Service clean-up at Town Forest; Temple Beth Shalom Tikkun Olam Day of Service on trails at Ridge Hill;

- Continued implementation of projects listed in completed Trails Master Plan;
- Assisted Conservation Commission on developing plans for restoration of bridge on Swamp Trail;
- Assisted MA Division of Conservation and Recreation with concepts to improve recreation path from Highland Avenue to 4th Avenue, parallel to the Charles River.

PERSONAL BENEFITS

- Department assisted with the final Needham 300 activities with the cricket match at Cricket Field and the final gala at Greene's Field and Town Hall in November 2011;
- Director participated in 10th anniversary event at Memorial Park honoring the memories of those lost on 9/11 and their families;
- Fitness was a key component for many programs, and efforts were made to offer additional tennis classes due to a high number of requests. Tennis-related programs for younger children were increased, providing activities that help teach eye-hand coordination with a racquet;
- The Commission participated in discussions with the Board of Selectmen and Town Manager on possibilities for dog park;
- Assisted with the Town Hall departments' move back to Town Hall, and the departments' moving permanently into the Public Services Administration Building from 470 Dedham Avenue;
- Assistant Director served as the Town's representative on the Needham Commission on Disabilities;
- Held successful annual Spooky Walk in collaboration with Needham Business Association and annual Fishing Derby at the Reservoir with the support of local fishing organizations;
- Provided assistance to the annual New Years Needham events. The Recreation Supervisor served as the administrator for the activities;
- Recreation Supervisor and summer program staff created a welcome video for families participating in summer programs;
- Assistant Director worked with YMCA and Youth Services on annual "Needham Unplugged", including one family night without homework, meetings or events;
- Director, Assistant Director and Recreation Supervisor attended workshops and seminars, including bringing children back into nature; social media; playground safety and ADA requirements; the concerns related to overweight children and obesity; harassment and bullying; the study of youth sports; integrated pest management; customer service; safe pool operations; creative programming; funding resources; training of staff; and Complete Streets. Summer program directors participated in Metrowest regional training program that the Recreation Supervisor helped coordinate.

PUBLIC HEALTH

BOARD OF HEALTH
Edward V. Cosgrove, Ph.D
Stephen Epstein, M.D
Jane Fogg, M.D.

DEPARTMENT STAFF
Janice Berns, R.N., M.S., Ed.D., Director
Donna Carmichael, R.N., Public Health Nurse
Emily Carroll, M.P.H. Public Health Program Coordinator
Maryanne Dinell, Traveling Meals Coordinator
Tara Gurge, R.S., M.S., Environmental Health Agent
Brian Flynn, R.S., Environmental Health Agent
Danielle Landry, Animal Inspector
Jane Lischewski, Administrative Coordinator
Karen Mullen, M.B.A., Substance Abuse Coordinator
Carol Read, M.Ed., CAGS, Substance Abuse Senior Program Coordinator
Cathy Toran, M.Ed., Substance Abuse Program Coordinator
Donna Vigliano, R.N. Public Health Nurse

The Needham Health Department is empowered through the Needham Board of Health by the Massachusetts General Laws to enforce state and local public health and environmental regulations. The mission of the Department is to prevent disease, promote health and protect the public health and social well being of the citizens of Needham, especially the most vulnerable.

FY2012 HIGHLIGHTS

- On a budget of $462,130 an additional $442,112 was received during the year including $368,753 in grants and donations and $73,359 in permits and fees.
- Currently the Health Department Chairs the Housing Taskforce, Co-Chairs the Needham Coalition for Suicide Prevention, Co-Chairs the Local Emergency Planning Committee, Co-Chairs the Domestic Violence Action Committee, Leads the Needham Youth Substance Abuse Prevention Coalition, Co-Chairs the Eat Well Be Fit Committee, Co-Chairs The Healthy Needham Committee, Coordinates the Tobacco Control Program, and Coordinates the Medical Reserve Corps.
- The Public Health Department is spending more hours assessing, counseling, coordinating and referring Needham residents in need of Mental Health Services. The need in all age groups is increasing. Conducted 25 interviews of influential community leaders in Needham for a Community Needs Assessment that ranked mental health needs as the number one priority in Needham.

- InterFace, brought to Town by the Needham Coalition for Suicide Prevention, provides efficient access to mental health providers and other educational services to the Town Human Services Departments, the Needham Public Schools, and the community residents. Funding is provided by the Kyle Shapiro Foundation and Beth Israel Deaconess Hospital Needham. This service is overseen by the Health Department and the Public School Guidance Department.
- The Health Department continues to look for opportunities for shared services with other towns. The Director is on the steering committee of Norfolk County 7 (Wellesley, Dedham, Westwood, Milton, Norwood, and Canton) and on the regional steering committee for Region-4B (27 towns bordering Boston) focused on Emergency Preparedness activities sharing exercise and deliverables to the Center for Disease Control. Also, the Director is on the steering committee for the Public Health Museum and on the steering committee for CHNA #18 (includes 9 Metrowest communities that includes Newton, Weston, Wellesley, Brookline, Dedham, Dover, Westwood,Waltham).
- The Health Department initiated concussion awareness to youth sports teams and parents within the community in spring 2012. We continue education outreach to parents, sports teams and coaches through speaking engagements and dispersing educational materials from the Center for Disease Control.
- The Health Department manages the Heartsafe Community Program in Needham. This program promotes community awareness of potential for saving lives of sudden cardiac arrest victims through the use of CPR (cardiopulmonary resuscitation) and the use of AED's (automatic external defibrillators). We maintain 11 Automatic External Defibrillators in Town Buildings and provide AED/CPR classes to employees of those buildings. 55 municipal employees were trained and certified in American Heart CPR/AED's in addition to Fire and Police personnel.
- The Public Health Department is the connection for the coordination of social services within the community with the following departments: Human Services, Riverside, Springwell Elder Services, Needham Community Council, Needham Police and Fire Departments, Building Department, and the Needham Public Schools.
- The Needham Coalition for Youth Substance Abuse Prevention (NCYSAP) and the Needham Police Department participated in the 3rd and 4th biennial DEA National Medication Take-Back Days. Over 50,000 prescription medications and 20,000 over-the-counter medications have been dropped off for safe disposal since the inception of the program in 2010.
- Medication disposal: 24 hours a day, 7 days a week in the Needham Police Department lobby. Approximately 50 lbs. of medications are collected each month in the *MedReturn* disposal unit. http://www.medreturn.com/_images/MedReturn-spec-sheet.pdf
- *5th Quarter* substance free, evening social events, held in the Needham High School cafeteria after NHS sporting events featuring pizza, music, foosball and ping pong are attended by over 200 Needham High Students. The NCYSAP raised over $10,000 from community businesses, fraternal organizations, parent groups, and residents to support the ongoing *5th Quarter* Program. http://needham.patch.com/announcements/nhs-teens-enjoy-friday-night-5th-quarter#photo-7828754
- The Needham Coalition for Substance Abuse Prevention hosted the 3rd Annual Community Forum Marijuana: Myths and Facts featuring Dr. Kevin Hill, Addiction Psychiatrist, McLean Hospital, Alcohol and Drug Addiction Treatment Program (ADATP). Dr. Hill presented

cutting edge research on the multi-faceted effects of marijuana on adolescents and young adults, NIH research and science on the addictive properties of marijuana and addiction treatment strategies. Attorney John Scheft, principal Law Enforcement Dimensions (LED) presented the legal implications of possession and the potential consequences as pertaining to decriminalization. The evening concluded with a presentation by a young adult male who shared his experiences with substance abuse, addiction, treatment, and the hope of recovery.

- *AlcoholEDU*, an on-line alcohol prevention and education program for high school students. Through collaboration with the NHS Health and Wellness Department and the NCYSAP over 400 9th grade students participate in the interactive SAMHSA, NREPP recognized evidence- based program.
- The Needham Coalition for Youth Substance Abuse Prevention, in collaboration with the Needham Public Health Department, sponsor a psycho-educational *Parent Support Group* program addressing the specific needs of parents of teenagers and young adults navigating the challenges of chronic substance abuse. This program is funded by The Tolman Trust.
- Carol Read and Paula McEvoy, MD co-facilitate a *Power of Parenting* presentation for parents of middle school students. This program offers factual information on the biological, psychological and social/emotional impact of underage substance use, parenting strategies to enhance positive adolescent behavior and resilience.
- Above The Influence (ATI) *Above the Influence*, (ATI) campaign. ATI, the White House ONDCP anti-drug media campaign *"speaks in a voice relevant to today's teens encouraging them to live above the influence of drugs and alcohol and reject the use of any substance that gets in the way of their goals in life."* Students conducted an art class contest to encourage design and creation of the above the influence emblem and received nearly 100 entries. A "Tag It" campaign was held which had youth created personal messages of the negative influences they are working to avoid so they are able to reach their goals. Students created a YouTube video of a small sample of the "Tag It" campaign and the art class submissions to share with the *community.* http://www.youtube.com/watch?v=jWM-RsQhlhI
- Community Awareness & Education Campaign: "Are You Really Aware"? and "Make the Call" featuring four posters, targeted enhanced awareness among parents and adult residents regarding Needham youth substance use rates and parental strategies to decrease youth access to alcohol and other drugs and increase parental engagement. Posters were displayed in over 100 public locations, through and online media outlets, on The Needham Channel news and CBB's as well as shared electronically through multiple community email lists. Website hits increased by over 60 percent from the previous year indicating the success of the campaign. www.needhamma.gov/susbtanceabuse
- *Healthy Lifestyle Choices- Alcohol and drug education, mental health awareness- strategies.* Council on Ageing- Lunch and Learn Program for 25 senior residents.
- The Department completed 24 presentations to community groups, 57 articles for the local print media and the town website, 8 cable news interviews, 28 public service announcements, 22 cable shows and 22 press releases.
- Healthy Needham committee co-chaired by the Health Department and the Needham Public Schools along with many town departments and community groups developed a calendar for the Needham 300 celebration that was distributed to residents. The calendar was sponsored by Beth Israel Deaconess Hospital Needham. Monthly articles and Public Service announcements were shown throughout the year on the Needham Channel.
- 438 retail/food service inspections conducted on 143 establishments. There were also 97

temporary food permits issued. Every food establishment was inspected routinely at least every six months as required by the Massachusetts Department of Public Health and more often when necessary. There were 37 food complaints investigated.

- 56 general nuisance complaints and 9 housing complaints investigated and resolved.
- 63 employees who sell tobacco products in 10 tobacco vendors viewed the Health Department video on tobacco regulations and procedures to sell. Three compliance checks were completed on all tobacco vendors with no sales to a minor.
- 108 communicable diseases reported and investigated.
- Over 1,251 immunizations were administered in FY 12. More than 1,200 persons participated in the seasonal flu immunization clinics.
- More than 1,783 persons consulted the Public Health Nurses for wellness visits. The nurses also provided approximately 160 hours of care on site to employees, valued at approximately $5,329.
- The Traveling Meals Program delivered over 9,614 meals and volunteers provided over 2,134 hours of service to pack and deliver the meals.
- There were 73 pets placed under quarantine by the Animal Inspector.
- In 2012, the Needham Public Health Department sponsored National Public Health Week (April 2-6) in Needham. A series of events, including a Health Fair at Town Hall were organized by the Public Health Department and a planning committee with representatives from local organizations throughout town.
- The Health Department web page continues to grow and includes application forms, links and educational information. www.needhamma.gov/health.

GRANTS AWARDED AND DONATIONS RECEIVED

$125,000 The Needham Coalition for Youth Substance Abuse is supported by the federal Drug Free Communities (DFC) Grant program sponsored by the White House Office of National Drug Control Policy (ONDCP) in partnership with the Substance Abuse and Mental Health Services Association (SAMHSA). This five year grant program, for $125,000 per year, supports over 700 community coalitions across the United States in their common mission to prevent and reduce underage substance use. The Substance Abuse Prevention & Education, Senior Program Coordinator directs the DFC Grant federal grant program as a staff member of the Needham Public Health Department.

$8,800 Tolman Trust Fund grant for Adult Substance Abuse Prevention and Education.

$10,000 Donations to support the Fifth Quarter events at the High School following sport games.

$8,450 CDC/MDPH Region 4B Public Health Emergency Preparedness grants (4) to fund development of Special Population and Emergency Dispensing Site plans, to purchase supplies, and develop exercises and trainings.

$5,000 National Association of City and County Health Agencies (NACCHO) development grant to fund Medical Reserve Corps trainings and to fund a part time coordinator position.

$3,286	Medical Reserve Corps from the Center for Disease Control.
$110,747	Human Service grants and donations from state organizations, community organizations and churches to assist needy residents in obtaining fuel, medical care, emergency food, and other emergency assistance as needed. Many residents moved down to 200% of poverty and were eligible for Federal Funds during these hard economic towns.
$22, 861	Springwell grant for individuals in the Traveling Meals Program who are unable to pay the cost of their meal.
$5,425	FRIENDS of the Needham Board of Health and Traveling Meals Program, Inc. The group was formed by Needham residents to assist the Health Department in raising and obtaining funds for programs not fully supported by Federal, State and Local Government programs. Funds are used to assist Traveling Meals clients to pay for meals and to assist residents for fuel expenses. Participants must meet federal eligibility requirements or have other demonstrated need. FRIENDS also support Health Department programs and initiatives.
$575	Donations – Memorial donations for Traveling Meals.
$32,000	Volunteer Services provided over 2,134 (approximately equal to $32,000 in salary) to pack and deliver meals to clients in the Traveling Meals Program.
$1,860	Medical supplies donated to the Health Department by Beth Israel Deaconess Hospital Needham for clinical activities.
$38,000	Grant from the Massachusetts Department of Public Health for activities of the Needham Coalition for Suicide Prevention.
$450	Community Donations for the Needham Coalition for Suicide Prevention.
$5,500	Virginia & Ruth Bigwood Domestic Violence Trust Fund - supports activities of the Needham Domestic Violence Action Committee and the Health Department.
$2,000	Donations from the community including donations and recycling of old cell phones for activities of the Domestic Violence Action Committee.

EMERGENCY PREPAREDNESS

Increasing concern for emergency preparedness 24/7, emergent and re-emergent diseases, and new environmental regulations require that the Health Department sustain and increase its environmental oversight, emergency response and broad-based training programs. Emergent and re-emergent infectious diseases, such as: H1N1, Eastern Equine Encephalitis, SARS, West Nile Virus, Lyme Disease, Rabies and Tuberculosis, reaffirm the need for strong oversight by the Health Department and prompt investigation of all disease reports. These threats require greatly

increased coordination between town departments and local communities. Because of the threat of bioterrorism, the department will increasingly be called upon to support police and fire departments in planning for incidents and addressing community concerns. Activities during the past year include:

- PH Radio System Base Station installed and operational for communication for a Public Health radio emergency system in Sub-Region 3 (Needham, Wellesley, Westwood, Dedham, Norwood, Milton and Canton). Quarterly Norfolk County 7 (NC7) communication drills completed.
- Monthly Town Hall communication drill with hand held radios.
- Passed Center for Disease Control Technical Assessment Review of Emergency Response Plan and Federal Annual Medical Reserve Technical assessment.
- Participate in MAVEN (Massachusetts Virtual Epidemiological Network). This online technology provides early response to communicable disease prevention and surveillance.
- Medical Reserve Corp Emergency Notification Drill provided to Needham members. 197 contacted in under 8 minutes using Town Swift Reach Emergency Notification System. Five MRC Trainings were provided locally. Multiple regional trainings were provided as well with many members taking advantage of these trainings as well.
- Review/update Safety and Emergency Guidelines and exercises for Municipal Employees coordinated with Fire and Police for all employees at the PSAB Building.
- The Health Department continues to meet monthly with the Emergency Region 4B consortium that includes 27 towns and participated in regional and sub-regional exercises. Health Director is a member of the 4B Executive Board. Communication drills including two CDC/HHAN emergency communications drills, two 4B Peer Leader communication drill, and quarterly 4B communication drills.
- The Health Department and the Fire Department Co-chair the Local Emergency Planning Committee (LEPC) which continues to meet bi-monthly with town departments, local hospital, businesses, the media, and residents.
- All staff trained as defined by Homeland Security in Incident Command and National Incident System 100, 200, 300, 400, and 700.
- The Needham Medical Reserve Corp has expanded to 175 volunteers in Needham and to over 1,000 in Norfolk County-7 (NC-7; Dedham, Canton, Milton, Needham, Norwood, Wellesley, and Westwood).
- Drafted informational sheet to be included with Dog licenses to inform and educate pet owners on having an emergency plan and kit for their pets.

PUBLIC HEALTH NURSING

The Public Health Nurses continue with disease investigation and surveillance within the community, offer advocacy, consultation, counseling, outreach/case finding, health promotion, screening and immunizations. Provide residents and town employees with education and the opportunity to adopt healthier lifestyles through:

- Wellness Clinics/Blood Pressure checks, Nutritional and other health related counseling.
- Education on communicable disease, personal illnesses and disease prevention.

The Needham Health Department provides community outreach through speaking engagements

with community groups such as the retired Men's Club, and Local Churches as well as the Needham Community Council. Outreach is provided to the local hospital through our coalitions and committee work and speaking engagements with Medical Staff during Grand Rounds. Outreach is increasing with our town employees through seasonal trainings and education such as mosquito and tick borne diseases as well as "How to Stay Healthy" education sent via email and educational boards set up in town buildings. Seven Health Matters articles were published along with four Public Service Announcements and Four Needham Cable news interviews with regards to health education and program promotion. The focus of these programs is to keep our community updated and educated on the constant changes in Public Health. The Public Health Nurses also serve on several local committees; Co chair of the Needham Domestic Violence Action Committee, and member of the Beth Israel Deaconess Infectious Disease Committee, TRIAD, Needham Coalition for Suicide Prevention and the Local Emergency Planning Committee as well as the Needham Housing Task Force.

The Public Health Nurses license and conduct health and safety evaluations for 9 summer camps and 1 tanning parlor within the community. They coordinate human service programs such as the Federal Fuel Assistance program, the Good Neighbor Programs, the Salvation Army Local Unit and coordinate assistance with other local agencies and churches. The Public Health Nurses also administer the food stamp program for the elderly and the disabled in the community.

The Needham Health Department has developed and continues to build the Needham Medical Reserve Corps (NMRC) to assist in Emergency Response. We have over 175 qualified and enthusiastic volunteers to serve as members of a response team for local and regional emergency health situations such as dispensing medication or vaccinating the Needham population. Multiple Trainings are coordinated and facilitated through the Public Health Nurses with five local trainings provided and multiple other regional trainings available to them throughout the region.

COMMUNICABLE DISEASE

The following communicable disease statistics represent those reported in the last three years, along with some of the screening programs and activities performed during the year:

	FY10	FY11	FY12
Babesiosis	1	2	4
Campylobacter	2	6	7
Cryptosporidia	0	0	1
E-Coli	1	0	1
Ehrlichiosis/HGA	2	3	0
Enterovirus	2	0	2
Giardiasis	9	1	9
Haemophilus Influenza	2	1	0

	FY10	FY11	FY12
Hepatitis B	5	5	3
Hepatitis C	N/A	10*	10
Legionulosis	0	0	1
Lyme Disease	44	35	37
Meningitis(asceptic)	1	1	1
Meningitis (Bacterial)	0	1	0
Noro Virus	0	0	4
Pertussis	0	2	0
Salmonellosis	2	5	7
Shigella	1	0	1
Strep A (GAS)	3	2	2
Strep Group B	2	2	1
Strep Pneumonia (Inv.)	3	2	7
Toxoplasmosis	2	0	0
Trichinosis	0	1	0
Varicella	8	4	8
Yersinia	0	1	0
Tuberculosis	0	0	1
Vebria	0	0	1
TOTAL	96	84	108

**Newly released state data – chronic cases*

SCREENING PROGRAMS

	FY10	FY11	FY12
Employee Wellness	1811	856	1052
Employee Education/Training (351 employees)	N/A	8	9
Mantoux Testing	90	51	70
Police Weight Screening	42	42	37
Skin Cancer Screening	48	49	41

	FY10	FY11	FY12
Wellness Office Visits	617	546	505
Wellness Clinics - Visits	277	212	226

IMMUNIZATIONS

	FY 10	FY 11	FY 12
Influenza Doses Administered	1960	1564	1206
Other Immunizations Administered	102	98	45

LICENSED FACILITIES

	FY10	FY11	FY12
Day Camps	8	9	9
Inspections	16	24	25
Tanning Parlors	2	2	1
Inspections	6	6	3

HUMAN SERVICE

SENIOR SAFTE

The Public Health Nurses coordinate the Senior Safety And Food Training and Education Program (Senior SAFTE) with the Traveling Meals program coordinator. In the past twelve years of the program, over 645 home visits were conducted to review nutrition, medication management and safety issues with this high-risk population. Senior SAFTE's goal is to keep Needham's elders living safely in their homes.

FEDERAL FUEL ASSISTANCE PROGRAMS

The Salvation Army Program, "Gift of Warmth" and "FRIENDS" Programs assist those Needham residents who meet specific financial criteria, with payment towards heating and electric bills. Federal Food Stamps for Senior Citizens and disabled individuals only, are available to qualified Needham Residents. The Health Department is the local service unit for Needham.

ASSISTANCE AND HUMAN SERVICE PROGRAMS

	FY10	FY11	FY12
Coordinate Local Assistance (families)*	123	165	119
Federal Energy Assistance (families)	127	133	TBD
Salvation Army (families)	14	20	14

*Funds/services contributed by local human service agencies and houses of worship

ANIMAL INSPECTIONS

Animals Quarantined for Exposure to Potentially Rabid Animals

	FY10	FY11	FY12
Cats (45-day quarantine)	18	25	14
Cats (6-month quarantine)	20	4	6
Dogs (45-day quarantine)	10	8	9
Dogs (6 month quarantine)	1	0	2
Cat/Human	5	3	0
Dog/Human	19	18	14
Dog/Dog	7	1	2
Bat/ Human Exposure	5	7	8
Raccoon/Human Exposure	13	1	0

ENVIRONMENTAL HEALTH

Environmental health activities are determined by legal mandate, complaints, licensure, permit requirements, inquiries, and regulatory enforcement of Board of Health, State Sanitary Code, Department of Environmental Protection, and Right-to-Know. Implementation and enforcement of State and Federal regulation requirements and applicable local laws and administrative rules and regulations is the number one priority to assure compliance with environmental quality and public health protection objectives.

The Environmental Health Agents protect the public's health by monitoring and regulating a variety of establishments throughout town. They license and conduct inspections of all retail/food service establishments (including mobile food vendors), tobacco vendors, public/semi-public pools and special purpose pools, a bottling company, and establishments that use sharps within the community. They also issue temporary food event permits and conduct inspections at all outdoor food events (annual fairs & the Farmers Market, etc.)

The agents also actively review proposed plans and conduct inspections of new/upgraded Title V septic system installations and repairs. They also inspect Chapter II sanitary housing units, subdivisions (for off-street drainage bond release requests), and follow-up on a variety of complaints (food/nuisance/housing/tobacco). They review new and renovated food establishment design plans, additions and renovations to homes on septic system plans, new pool design plans for semi-public pools, demolition applications, septic hauler/installer permit applications, and well permit applications (irrigation and geothermal). They issue domestic animal permit applications and work with the Animal Control Inspector on inspections/quarantine animals as needed. Tobacco compliance checks are conducted every four months and routine tobacco inspections are conducted every six months. Agents also respond to work place smoking complaints.

Another primary focus is to improve community awareness of public health issues and to help reduce the incidence of seasonal public health concerns by providing health education and information to Needham residents. This is accomplished through newspaper articles, cable slots, on-site trainings, and by providing in-house brochures and State/Federal website links which contain up to date public health information. They continue to actively serve on committees in town. They continue to be involved in a variety of seminars and on-going training sessions, which include certification renewals (i.e. ServSafe Food Training, Soil Evaluator, Certified Pool Operator, etc,) to remain apprised of today's public health issues and to review the most up to date code requirements.

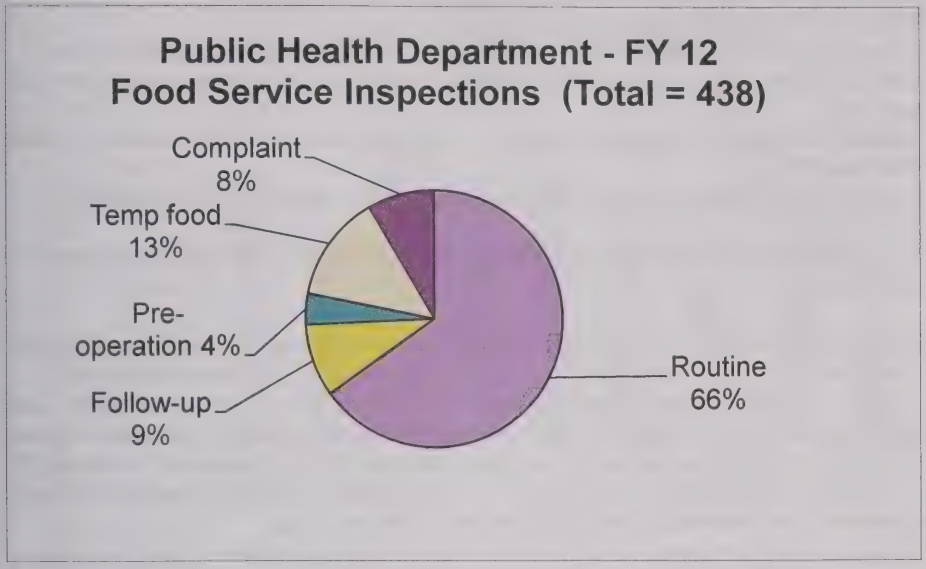
INSPECTIONS AND REVIEWS

The following is a listing of environmental health permits and field inspections performed by the Environmental Health Agents.

	FY10	FY11	FY12
Carbonated Beverages:	1	1	1
Food service: inspections, routine & complaints:	707	611	534
Trans Fat regulation follow-ups:	376	212	227
Chap. II housing inspections/follow-ups:	22	31	30
General nuisance complaint follow-ups:	89	71	56
Title V system inspections, plan reviews, and home additions:	137	148	138
Title V systems installations:	4	6	4
Subdivision field inspections/plan reviews:	35	21	2
Swimming pool inspections:	19	15	15
Suspect food borne illness reports submitted to state:	0	0	1
Demolition reviews:	86	94	88
Tobacco compliance: checks and inspections:	116	74	62
Hotel inspections	1	1	1

LICENSES AND PERMITS

	FY10	FY11	FY12
Animal Permits:	6	6	9
Bottling Plant Licenses:	1	1	1
Food Establishment Licenses:	144	146	143
One-Day & Temporary Event Permits:	102	101	97
Mobile Food Licenses:	5	6	5
Septic Hauler Permits:	14	15	12
Subsurface Sewage Installer Permits:	15	15	8
Tobacco Sales Permits:	11	11	10
Caterers:	3	3	3
Disposal of sharps permits:	7	7	6
Funeral Directors' Licenses:	3	3	3
Burial Permits:	471	390	303



PUBLIC HEALTH PROGRAM COORDINATOR

The Public Health Program Coordinator focused efforts around emergency preparedness activities, communication and media outreach, coalition organization, and assisting the Director with ongoing projects.

This year, the Needham Public Health Department sponsored Needham Public Health Week (April 2-6) and offered local residents a series of events coordinated by a planning committee with representatives from Park & Recreation, YMCA, Avery Crossings, Avita of Needham, Needham Domestic Violence Action Committee (DVAC), Eat Well Be Fit (EWBF), Needham Council on Aging, Needham Coalition for Youth Substance Abuse Prevention (NCYSAP), Needham Coalition for Suicide Prevention (NCSP), and Beth Israel Deaconess Hospital-Needham. Activities included:

A Proclamation to the Board of Selectman and interviews on the Needham Channel News. Local events in Needham during the event included: a Free Health & Wellness Fair, three individual neighborhood walks were planned throughout the week, a healthy Cooking Class & Dinner, and a Roche Bros. Drawing Contest.

The Public Health Program Coordinator assisted with the Domestic Violence Action Committee (DVAC) by producing a 5-part monthly television program that was shown on the Needham Channel more than 100 times per episode. DVAC was founded in 1994 by the Health Department and meets monthly. It is a community based interagency and interdisciplinary team formed to raise awareness of domestic violence. The five programs are listed below:

1. REACH Beyond Domestic Violence – 3-part episode with two representatives from

REACH and a domestic violence survivor.

2. History of DVAC – Interview-style program with Donna Carmichael and Janice Berns.
3. Norfolk County DA's office – 3-part episode with the DA, a Prosecutor, a survivor Advocate.
4. Hospital services for Domestic Violence – 2-part episode with representatives from NWH and BID.
5. Emerge – Episode centered around the abuser perspective and treatments available.

Below is a list of the various projects the Public Health Program Coordinator contributed to throughout the year:

- Helped to update, organize, and distribute walkie-talkies to various departments on the three levels of town hall. These will be used in the case of an emergency and are tested monthly.
- In October 2011, the Health Department applied to a MetroWest Community Health Care Foundation Grant to staff a part-time social worker who would be tasked with organizing and developing mental health and substance screening programs for older adults in Needham (50 years and older). Distributed Medical Reserve Corps (MRC) survey and assisted with the management of the volunteer list and organization of local trainings.
- Sent MRC quarterly newsletter out via Constant Contact to all volunteers.
- Organized and distributed bi-annual NCSP newsletter via Constant Contact.
- Assisted in all department promotion and communication of Health Matters articles and upcoming events or programs.
- Conducted Traveling Meals Survey and analyzed results.
- Helped to organize and develop concussion packets to be sent to local club sport leaders in an effort to raise awareness about the long-term effects of head injury in atheletes.
- Active member of Community Health Network Area (CHNA) 18 need assessment subcommittee (NAS) and assisted by conducting interviews and helping with the analysis of the results.

THE TRAVELING MEALS PROGRAM

The Needham Health Department's Traveling Meals Program is in its 41st year. This fee-for-service Program offers a nutritious, well-balanced lunch and dinner (delivered once a day) to eligible residents.

This Program is available to any Needham resident that is homebound and meets the following criteria:

- Resident with physical or cognitive limitations that restricts their ability to prepare or provide for their daily food.
- Living alone in their home with lack of support of family or homemaker services.
- Unable to drive.
- Needs the assistance of the Program for a minimum of 2 weeks.

This year, July 1, 2011 through June 30, 2012, our dedicated and committed volunteers packed and delivered 9,641 meals (2 Meal Packages).

Beth Israel Deaconess Hospital Needham prepared these meals and their generous commitment to the Traveling Meals Program made it possible for this Program to continue to provide a 2-meal a day plan; a cold meal (milk, sandwich on wheat bread, juice, fruit and dessert) and a hot meal with roll and butter.

Donations from the "FRIENDS" of the Needham Board of Health and Traveling Meals Program along with a grant from Springwell, the Elder Services Program based in Watertown, supplemented the cost of some meals for 25 of our Needham residents needing assistance.

SUBSTANCE ABUSE PREVENTION & EDUCATION

Needham Coalition for Youth Substance Abuse Prevention, NCYSAP

Vision Needham is a cohesive community that supports all of our youth to grow and develop to be substance free and healthy in mind, body and spirit.

Mission the Coalition incorporates a collaborative, community based and data driven prevention approach to reduce alcohol, marijuana and other drug use among Needham youth. Through community education, partnership and strategic action we will decrease the risk factors associated with substance abuse and increase the protective factors that are shown to enhance the health and safety of youth.

Strategic Prevention Research shows that the cornerstone of an effective community substance abuse prevention effort is a coalition comprised of leaders and stake holders from key sectors of

a community including: parents, youth, business leaders, law enforcement, school and public service officials, health care professionals, faith-based organizations, media, youth serving representatives, state and local government agencies, social service providers and other community representatives. The NCYSAP, guided by a five person *Leadership Team,* is funded by the federal Drug Free Communities (DFC) grant program sponsored by The White House Office of National Drug Control Policy (ONDCP) in partnership with the Substance Abuse and Mental Health Services Association (SAMHSA). http://www.whitehouse.gov/ondcp/Drug-Free-Communities-Support-Program.

The five year DFC grant program supports over 700 community coalitions across the United States under the mission to reduce substance use among youth and strengthen collaboration among community groups through a comprehensive program based on SAMHSA's Strategic Prevention Framework (SPF).

Our Coalition meets the first Tuesday morning of each month at the Needham Public Library from 7:15am-8:30am sharing an open and honest dialogue on the high risk behaviors and substance use issues confronting Needham youth. Ten meetings were held this year, regularly attended by 15-20 Needham community leaders, service providers, parents and youth.

NCYSAP members discuss the biological, psychological, social/emotional and legal consequences of underage substance use and how prevention strategies can positively impact Needham youth and families. Research shows that multi-sector, multi- strategy approaches to substance abuse prevention, implemented by community coalitions, reduce alcohol and other drug use significantly.

NCYSAP members participate in any of four *Action Teams*: Youth Connections, Parental Awareness and Education, Community Awareness and Education: Access and Availability and Coalition Capacity Building. Members implemented *Environmental Prevention Strategies* that impact access and availability and policies and enforcement integrating media advocacy to shift community norms and perceptions toward a standard of substance free behaviors for all youth.

Carol Read, M.Ed, serves as the Program Director assisted by a part-time Project Coordinators, Cathy Toran, M.Ed and Karen Mullen, MBA, working as staff in the Needham Public Health Department. NCYSAP staff attend the annual CADCA National Leadership Forum, a four day conference led by key leaders in the fields of substance abuse prevention and treatment, public health, mental health, safety and education. Focused on the promotion of Behavioral Health and Substance Abuse Prevention the Forum offers strategic initiative training, skill building workshops and plenary sessions based on based evidence based prevention strategies and science related to best practices in substance abuse prevention.

A vital component of the CADCA Forum is the annual advocacy day on Capitol Hill. Prevention Specialists visit Senators and Representatives in Congress to advocate for continued support for the Drug Free Communities Act (DFCA) program. NCYSAP staff met with Massachusetts Congressional leaders: Senator Scott Brown and Jeremy D'Alessandro, Legislative Assistant to Senator John Kerry to share the success of the DFC program in reducing youth substance use rates as well as the ongoing prevention work in Needham. Locally, NCYSAP staff attends Town

Hall meetings facilitated by Congressman Stephen P. Lynch to advocate for continuing support for the DFC program.

Community Prevention Initiatives

The NCYSAP and the Needham Police Department (NPD) sponsored four community Medication Take-Back events since June 2010, the first event was initiated independently, the next three were in conjunction with the National DEA Medication Take-Back Days. Since the inception of the program, residents have disposed of over 50,000 prescription medications and 20,000 over-the-counter unused, unwanted and expired medications. To support proper medication disposal throughout the year the DFC grant purchased a permanent disposal safe located in the Needham Police Department lobby, accessible 24 hours a day, 7 days a week. A small safe was purchased at the inception of the disposal program; the overwhelming community response necessitated the purchase of a larger disposal unit. Each month, approximately 50 lbs. of medications are collected in the *Med Return* unit significantly impacting unauthorized access and availability to medications, accidental poisonings and the negative environmental impact of improper disposal.

The NCYSAP *Youth Connections Action Team* sponsors *5th Quarter evening* events for NHS students in the Needham High School cafeteria. These post- game substance free social events, feature free pizza, soft drinks, Ping Pong, Foosball and music. The NCYSAP is committed to supporting *5th Quarter* events after each Friday night football game, providing a great way for all students to socialize in a fun and safe environment. Fundraising efforts by Co- Chairs Karen Mullen and Bob Timmerman have resulted in over $10,000 in donations from Needham businesses, fraternal organizations, parent groups, and residents.

Youth participation in the mission of the NCYSAP has increased through the dedication of students from the NHS club Rockets Against Destructive Decisions (R.A.D.D.). The R.A.D.D. club goal is to create a cultural shift in their peers' beliefs around the normalization of underage substance use in social settings through the sponsorship of fun, substance-free activities. The group successfully coordinated *Live at Town Hall* the inaugural band concert in the newly renovated Needham Town Hall- Powers Hall. Over 125 Needham high school age youth attended the concert featuring local youth bands, free pizza and drinks!

To provide a voice for their peers R.A.D.D. students launched the *Above the Influence*, (ATI) campaign. ATI, the White House ONDCP anti-drug media campaign *"speaks in a voice relevant to today's teens encouraging them to live above the influence of drugs and alcohol and reject the use of any substance that gets in the way of their goals in life."* Students conducted an art class contest to encourage design and creation of the above the influence emblem and received nearly 100 entries. A "Tag It" campaign was held which had youth created personal messages of the negative influences they are working to avoid so they are able to reach their goals. Students created a YouTube video of a small sample of the "Tag It" campaign and the art class submissions to share with the *community.* http://www.youtube.com/watch?v=jWM-RsQhlhI

The NCYSAP *Parental Education and Awareness Action Team*, initiated a Community Awareness & Education Campaign: "Are You Really Aware"? and "Make the Call" were designed based upon survey data and focus group feedback on parental perceptions of youth

substance use, parenting practices related to youth high risk behavior and the most effective avenues to communicate health and safety strategies to parents.

The campaign, featuring four posters, targeted enhanced awareness among parents and adult residents regarding Needham youth substance use rates and parental strategies to decrease youth access to alcohol and other drugs and increase parental engagement. A vital component of the NCYSAP prevention program is empowering parents to understand their role as the most significant protective factor in reducing youth substance use. Posters were displayed in over 100 public locations, through online media outlets, on cable television as well as shared electronically through multiple community email lists. Parents were directed to the NCYSAP website to access factual information on alcohol and drug use, the impact of underage substance use and effective communication tolls and parenting strategies to use to keep youth safe and healthy. Website hits were tracked and compared to the same time frame during the previous year, hits increased by over 60 percent indicating the success of the campaign.

The NCYSAP offered a winter session of the five meeting *Guiding Good Choices* parent education program, a SAMHSA approved evidence- based program attended by 10 families. A curriculum offers Needham parents of youth ages 9-13, strategies to enhance communication patterns, increase family bonding and effective family management, and refusal skills to support youth in navigating high risk behaviors. The *Guiding Good Choices* program reviews normative adolescent development and the impact of substance use on brain development. One meeting of the program includes parents and children focused on learning Refusal Skills which enable youth to navigate through the challenges of high risk behaviors.

The NCYSAP sponsored the 3nd Annual Community Forum featuring keynote speaker The NCSAP hosted the 3rd Annual Community Forum Marijuana: Myths and Facts featuring Dr. Kevin Hill, Addiction Psychiatrist, McLean Hospital, Alcohol and Drug Addiction Treatment Program (ADATP). Dr. Hill presented cutting edge research on the multi-faceted effects of marijuana on adolescents and young adults, NIH research and science on the addictive properties of marijuana and addiction treatment strategies. Attorney John Scheft, principal Law Enforcement Dimensions (LED) presented the legal implications of possession and the potential consequences as pertaining to decriminalization. The evening concluded with a presentation by a young adult male Needham High School graduate who shared his experiences with substance abuse, addiction, treatment, and the hope of recovery.

Building awareness of NCYSAP programs has included *Meet and Greet* sessions and presentations by the Substance Abuse Prevention & Education Coordinator at meetings and events including the Needham Interfaith Clergy Association, TRIAD, The Needham Commissioners of Trust, Council on Aging, the Needham School Committee and at numerous youth and parent programs sponsored by the Needham Public Schools. We have presented educational programs to over 500 individuals through events sponsored by the NCYSAP, the Needham Public Schools, and community parent groups. We have presented educational information to members of Needham clubs, fraternal groups, Veterans' organizations and The Needham Council on Aging regarding healthy lifestyle choices, substance use and suicide prevention through the QPR Program.

Substance Education and Prevention: Needham Public Health Department
Adult ~Youth Resources and Referral

Significant research during the last ten years has led to a deeper understanding of substance abuse, addiction and chemical dependency. Currently 16-20 million Americans are addicted to alcohol, or abuse it regularly; one in four will have an alcohol or drug problem at some point in their lives. Substance abuse is recognized as a chronic disease of epidemic proportions with physical, psychological, emotional and spiritual elements that require continuing and holistic care. Access to factual information in addition to counseling and support resources provides the foundation for individuals to take the initial step in seeking treatment for dependence and addiction.

The Needham Public Health Department is committed to moving the adult community toward seeking resources for counseling and treatment support and away from the feelings of shame traditionally attached to substance abuse which inhibit action. Through a combination of community outreach programs and confidential assessment, via phone or direct meeting, our department provides educational information, referrals for inpatient treatment, and outpatient counseling support. It is our hope that adults in need will continue to contact our office for resources for themselves and/or their children who are facing substance use issues. We communicate substance use educational information and support resources to parents electronically through multiple email lists and the Public Health Department web pages at: http://www.needhamma.gov/index.aspx?NID=2844

To support Needham parents the NCYSAP, in collaboration with the Needham Public Health Department with funding by the Tolman Trust sponsors a psycho-educational *Parent Support Group* program. Facilitated by Rachel Nenner-Payton, LICSW, the groups provide support for parents navigating the challenges of youth and young adult substance use in a confidential environment in addition to providing factual information regarding: drug and alcohol use trends, the biological, psychological and social/emotional impact of substance use, and parenting strategies to enhance family dynamics.

Utilizing print, on-line and cable television media has enabled us to share topic specific programs such as: prescription drug awareness, alcohol awareness, marijuana awareness, environmental prevention, medication disposal, and effective parenting practices with the community. Throughout the year, *The Needham Channel* has broadcast skill building presentation programs, a social host liability presentation, a sexuality and suicide prevention program, a marijuana awareness program, and a substance abuse prevention program featuring experts in the fields of adolescent development, substance abuse and addictions over 690 times. *The Needham Channel* has also broadcast informational PSA's on substance use in addition to sharing our messages on their Newscast and Community Bulletin Boards. The Needham Times, Hometown Weekly and the Needham PATCH have published six informational articles on substance use and prevention, seven press releases and nine announcements in their print and on-line editions.

MENTAL HEALTH AND SUBSTANCE ABUSE FY 2012 REPORT

Annual Report on overall number of Needham residents served across Riverside Community Care's programs during the past fiscal year (July 2011 – June 2012):

Outpatient Services ---------- 108 individuals
Early Intervention ---------- 119 individuals
Emergency Services ---------- 122 individuals (322 psychiatric emergency interventions)
Youth Programs (home-based) ---------- 25 individuals
Psychiatric Adult Day Programs --------- 11 individuals
Youth Psychiatric Day Programs --------- 2 individuals
Adult Crisis Stabilization (overnight) ---- 4 individuals (84 nights/days of stabilization services)
This represents a total of 273 Needham residents.

Please note that this does not include all youth served onsite at the Needham High Schools nor does it reflect the activities of the Trauma Center and participation in the Town-wide Suicide Coalition.

As the amount of services received for those individuals noted above varies by program, it is difficult to add up services hours; total services received do include:

4,008 clinical hours of service
1,274 days of psychiatric day services
322 psychiatric crisis/emergency interventions
84 nights/days crisis stabilization services

2012 COGNITIVE AND OTHER DEVELOPMENTAL DISABILITIES CHARLES RIVER CENTER

The Charles River Center provided the following services for people with cognitive and other developmental disabilities and their families in the Town of Needham and many surrounding towns during 2011 and 2012.

- Residential Services – Group Homes; Supported Apartments to over 115 individuals.
- Vocational Training, Job Placement and Support to 160 individuals.
- Therapeutic Day Services & Senior Citizen Day Supports including nursing coordination, occupational, physical, music and speech therapies, social and recreational services to 103 individuals.
- After school, weekend and school vacation services to over 50 school age children.
- Applied Behavioral Analysis to individuals on the Autism Spectrum, and consultation to their families and school system personnel.

The Arc of Charles River, a service of The Charles River Center, provides information and referral services, legislative advocacy and educational seminars on topics designed to help member families of individuals with intellectual and related developmental disabilities. Our Arc also supports our State and National Arc's in a broad array of efforts on behalf of the people we support.

For a complete Annual Report contact:
The Charles River Center, Development Office
59 East Militia Heights Road
Needham, MA 02492

EAT WELL/BE FIT NEEDHAM COMMITTEE

A community based health and wellness initiative designed to increase awareness of, and to implement programs that address the healthy balance of nutrition and fitness, in keeping with the initiatives goals. The mission of Eat Well Be Fit Needham Committee is to provide for the Needham community, the educational, motivational, and strategic tools necessary to raise the level of awareness about the importance of health, proper nutrition and physical activity, and to create opportunities for the Needham community to act upon that heightened awareness, in pursuit of optimal health status.

This town-wide committee, which started in 2003, is composed of concerned professionals consisting of the Needham Health Department, Needham Public Schools, Beth Israel Deaconess Hospital Needham, Nutritionists, Physicians, Needham Park and Recreation Commission, the Massachusetts Department of Public Health and local residents and businesses. Please see the website http://www.needhamma.gov/health for articles, recipes and additional information on the committee's efforts.

DOMESTIC VIOLENCE ACTION COMMITTEE

The Needham Domestic Violence Action Committee (DVAC) was founded in 1994 by the Needham Health Department and is Co-Chaired by the Public Health Department and the Police Department. DVAC is a community based interagency and interdisciplinary team formed to raise awareness of domestic violence. The mission of this committee is to educate the community, schools and workplace and provide them with outreach programs, resources and referral services. The Police Department and the Health Department Co-Chair the committee. http://www.needhamma.gov/health/domesticviolence

Activities have included:

- Coordinating Yellow Dress (through Deanna's Educational Theater) for High School – 2 student performances and introduced as well as an evening parent performance.
- Coordinated Yellow Dress presented at Olin College with representation from Wellesley College and Babson College as well.
- The Needham Channel series on Domestic Violence started October 2011, Interviews by Emily Carroll:
    1. REACH Beyond Domestic Violence and a Survivor Story.
    2. History of DVAC – Janice Berns, Donna Carmichael and Deb Jacob.
    3. Norfolk County District Attorneys office – Michael Morrissey, Jane Biaggi.
    4. BID Needham and Newton Wellesley Hospital on what happens in the Emergency Room.
- Cell Phone Recycling Program with Shelter Alliance.
- Harvest Fair participation.

- "Take Back the Night" November 4th at Needham High School - "Take Back the Night" is a National Organization devoted to ending the silence about Domestic Violence.
- Presentation to Needham Business Association.
- Coordinated and dispersed resources and set up DVAC Training with REACH for BID Emergency Room and Social Services.

NEEDHAM COALITION FOR SUICIDE PREVENTION

The Needham Coalition for Suicide Prevention was organized in May of 2006 as a community response to the recent death by suicide of four young people and is co-chaired by the Needham Public Health Department and Needham Public School Guidance Department. It is a broad based coalition of 35 members reaching out to our town's diverse constituencies across the age continuum. We believe that suicide is preventable if we work together. Please see the following websites for a detailed report on the committee's efforts at http://www.needhamma.gov/health/ncsp and for information on suicide for all ages please see the following link http://www.needhamacts.org

TRAFFIC MANAGEMENT ADVISORY COMMITTEE

Anthony DelGaizo (DPW)
John Kraemer (NPD)
Jeffrey MacMann, Chairman
Robert Meltzer
Richard P. Merson (DPW)
Donna Mullin
Mark Rosen, Vice Chairman
Glen Schneider
Thomas Stokes

The TMAC currently consists of nine members representing the Department of Public Works, The Police Department, and residents. The goal of the TMAC is to continually improve the safety and quality of life of pedestrians, bicyclists and the motoring public. The Committee provides a means for public input, including the opportunity for traffic management options to be raised for comment by staff. Its function is fourfold: to make proposals to the Board of Selectmen regarding education, enforcement, and engineering options for addressing traffic issues; to meet informally with residents and neighborhood groups to hear concerns and discuss options; to comment on informational and educational programs; and to participate in community relations programs.

The committee meets on the second Wednesday of each month. During these meetings from one to eight items are on the agenda. Each agenda item is typically given 15 minutes for discussion followed by a response from the Committee.

In general, the process of a resident presenting their traffic concern to the TMAC involves a communication from the resident to the town usually by phone or email and submitting a TMAC request form outlining a brief description of the issue. The resident is subsequently notified by letter of the date, time and location to present their concerns to the Committee.

More than 30 different items have been discussed at the TMAC meetings in 2012:

28% Pavement marking-related issues

22% Parking-related issues
16% "Stop" sign-related issues
9% Vehicle speed-related issues
25% Other traffic related issues

In addition, eight different traffic studies have been performed as a result of the past year's requests.

OTHER

SECTION CONTENTS:

- Metropolitan Area Planning Council – Three Rivers Interlocal Council
- Norfolk County Commissioners
- Norfolk County Registry of Deeds
- Norfolk County Mosquito Control Project

MAPC
Smart Growth & Regional Collaboration

METROPOLITAN AREA PLANNING COUNCIL
Promoting Smart Growth and Regional Collaboration

The County of Norfolk
Massachusetts

Norfolk County Registry of Deeds
William P. O'Donnell
Register of Deeds & Assistant Recorder of the Land Court

Norfolk County Mosquito Control Project

METROPOLITAN AREA PLANNING COUNCIL: THE THREE RIVERS INTERLOCAL COUNCIL (TRIC)

Canton, Dedham, Dover, Foxborough, Medfield, Milton, Needham, Norwood, Randolph, Sharon, Stoughton, Walpole and Westwood

The Three Rivers Interlocal Council (TRIC) is composed of thirteen communities southwest of Boston. The name comes from the Canoe, Charles, and Neponset Rivers. The monthly meetings are informal, informative, and facilitated to make the exchange of information and perspective across towns the primary objective. Stephanie Mercandetti, Walpole and Karen O'Connell, Dedham, are Chair and Vice Chair, respectively. Taber Keally, Milton, is immediate past Chair. Three Rivers meets monthly at the offices of long time MAPC partner, the Neponset Valley Chamber of Commerce.

Timely completion of the Canton Interchanges Project remains a critical concern for Three Rivers communities; the stated timeline for completion of this project is unacceptable.

The third annual Three Rivers Legislative Breakfast was held in April 13, 2012, at the Norwood Police & Fire Public Safety Building. The Legislative Breakfast brings together municipal staff, members of Planning Boards, Conservation Commissions, Boards of Selectmen, Open Space and Recreation Committees, and many other citizens serving in elected or appointed positions, for informal contact with their Representatives and Senators serving in the Massachusetts State House. Lou Gitto, Stoughton, and Steve Olanoff, Westwood, both sit on the MAPC Legislative Committee and keep the group well-informed on legislative advocacy and the legislative process. MAPC Government Affairs staff attends the meetings on a regular basis to review and discuss proposed or pending legislation of impact to municipalities.

The Neponset Valley Chamber of Commerce (NVCC) has roots going back to 1894 as the Norwood Board of Trade; in the 1980s the organization changed its name to Neponset Valley Chamber of Commerce becoming one of the first organizations to define the region that is connected by the Neponset River running from Foxboro to Dorchester Bay. The NVCC has over 550 small and large member businesses throughout the region including companies such as Mercer, Siemens, Analog Devices, Organogenesis and Norwood Hospital. The NVCC has a long history of supporting and promoting economic development in the region by developing close partnerships with regional organizations like MAPC, and by establishing direct communications with local municipal leadership within the Chamber catchment area. The current Chamber President is the Town of Norwood's appointed TRIC's representative. Additionally, the Town of Norwood was elected from among the thirteen TRIC communities to represent local interests on the Boston Regional Metropolitan Planning Organization. The Chamber works closely with MAPC on regional issues such as transportation, the environment and identification of cultural, historic and recreational assets within the Neponset Valley. A close partnership with the Chamber brings private sector perspective to TRIC, and to MAPC.

The towns have benefited from the Sustainable Communities Project, based at MAPC but sponsoring projects throughout the region, many through the MAPC sub regional network. More information on the Sustainable Communities project, as well as detailed notes from each TRIC meeting can be found on the MAPC web site. (www.mapc.org/three-rivers)

The Massachusetts transportation system is struggling under the burden of billions of dollars of debt and deferred maintenance. TRIC was one of several sponsors of a regional forum held December 5, 2012 to discuss the realities of a sustainably funded regional transportation system.

With close long-term cooperation from the Central Transportation Planning Staff, the staff arm of the Boston Region MPO, TRIC has developed high levels of content knowledge regarding the Unified Planning Work Program (UPWP) and the Transportation Improvement Program (TIP), two very complex planning documents that inform transportation spending in metropolitan Boston.

At the Planner Roundtable discussion held monthly, communities have the opportunity to establish commonly-held knowledge of local planning issues and projects, requests information from peers, identify state and national issues of note, and hold informed discussions on what's ahead for cities and towns.

COUNTY OF NORFOLK

COUNTY COMMISSIONERS
Francis W. O'Brien, Chairman
John M. Gillis
Peter H. Collins

To the Citizens of Norfolk County:

Incorporated in 1793, the County of Norfolk includes twenty-eight cities and towns, mostly located to the South and West of Boston. Norfolk County is known as the County of Presidents because it is the birthplace of four Presidents of the United States: John Adams, John Quincy Adams, John F. Kennedy and George Herbert Walker Bush.

County government is responsible for regional services, among which are the Registry of Deeds, County Agricultural High School, County Engineering, Wollaston Recreational Facility, and Trial Court facilities maintenance.

County revenues are directly impacted by conditions in the real estate and credit markets. In recent years, the County has met the challenges of the national recession. The County has minimized operating expenditures while seeking to maintain and improve services.

Capital improvements have continued at County facilities, including our Courthouses and the Registry of Deeds. In cooperation with the Massachusetts School Building Authority, Norfolk County Agricultural High School this year began construction of a major renovation and expansion project at its Walpole campus.

As in past years, we wish to take this opportunity to thank the County's department heads and employees, as well as elected officials, both state and local, for all their efforts on behalf of Norfolk County and its communities.

As County Commissioners, we are privileged to serve you. Administrative Offices – P.O. Box 310 – 614 High Street – Dedham MA 02027-0310 Telephone: (781) 461-6105 Facsimile: (781) 326-6480
E-mail: info@norfolkcounty.org

NORFOLK COUNTY REGISTRY OF DEEDS

William P. O'Donnell, Register

The Registry of Deeds is the principle office for real property records in Norfolk County. The Registry receives and records hundreds of thousands of documents each year, and is a basic resource for title examiners, mortgage lenders, municipalities, homeowners, and others with a need for land record information.

The Registry operates under the supervision of the elected Register, William P. O'Donnell. In over two hundred years of continuous operation, the Registry's objectives have remained the same; to maintain the accuracy, reliability and accessibility of our communities land records for the residents and businesses of Norfolk County.

Ongoing technology improvements, the security and management of records and increased levels of customer service remain areas of focus for the Norfolk County Registry of Deeds. Some of our recent and ongoing initiatives in 2012 include:

- Register O'Donnell and his staff continue to visit town halls, senior centers and civic groups across Norfolk County. Register O'Donnell visited Needham Town Hall on May 2nd and spoke to the Needham Retired Men's Club on October 23rd.
- The full service telephone and walk-in Customer Service and Copy Center continues to provide residents and businesses of Norfolk County with quality customer assistance in all areas of Registry operations.
- Multiple technological improvements were implemented in 2012 including an upgrade of the Registry's server and the introduction of an improved Registry of Deeds website. The Registry's new website www.norfolkdeeds.org is regularly updated and enhanced to include recent news, resources for homeowners, real estate statistics and answers to frequently asked questions.
- Our ongoing community programs; Suits for Success, the Annual Holiday Food Drive, Cradles to Crayons and Toys for Tots Collection were once again successful thanks to the generosity of Registry employees as well as many residents and businesses across Norfolk County.

- Improvements to the physical and structural appearance of the historic Registry Building continued in 2012 with the installation of new energy efficient windows throughout the facility.
- Electronic recording which allows for documents to be sent for recording via the internet has attracted interest from the real estate business community.
- The internet library of images accessible to the public through the Registry of Deeds online research system at www.norfolkdeeds.org continues to expand. All documents back to the first documents recorded in Norfolk County in 1793 are available for viewing online.

Real estate activity in Needham during 2012 showed increases across most measurement categories with the exception of mortgage indebtedness.

There was a 20% increase in documents recorded for Needham during 2012 at 11,253 which was 1,858 more documents than the 2011 total of 9,395.

The total volume of real estate sales in Needham during 2012 was $446,429,092.00 which showed a 17% increase over 2011. The average sale price of deeds over $1,000 (both residential and commercial properties) was up in Needham by 3% in 2012 at $870,232.15 which showed a $28,384.30 increase from the 2011 average.

The number of mortgages recorded on Needham properties in 2012 was up 31% from 2011 at 3,356, while total mortgage indebtedness decreased by 15% to $1,437,428,155.00.

The number of foreclosure deeds filed in Needham during 2012 remained even with the 2011 total at 3 filings, while the number of notice to foreclose mortgage filings increased by 3 with 16 filings during 2012 compared to 13 filings in 2011.

Finally, homestead activity was on the rise in Needham during 2012 with 792 homesteads filed representing a 9% increase over the 2011 total of 728.

The modernization and business improvements that have enhanced our ability to provide first rate customer service to residents and businesses of Norfolk County will continue. I have been and always will be committed to an efficient customer service oriented operation here at the Registry. It is a privilege to serve as your Register of Deeds. Norfolk County Registry of Deeds, 649 High St., Dedham, MA 02026.

NORFOLK COUNTY MOSQUITO CONTROL DISTRICT

David A. Lawson, Director

Our operations apply an Integrated Pest Management (IPM) approach to mosquito control that is rational, environmentally sensitive, and cost effective.

Surveillance

We are engaged in an intensive monitoring process through weekly field collections and data analysis in collaboration with the Massachusetts Department of Public Health (MDPH) to detect for disease-vectoring mosquitoes. Virus isolations assist us in focusing our surveillance to hot zones thereby allowing us to alert nearby towns of a potential epidemic.

Virus Isolations in the town: no isolates in town in 2012

Water Management

Communication with residents and town/state/federal officials, site visits, monitoring, wildlife management, and land surveys while maintaining regulatory compliance is integral to the management of waterways that may contribute to mosquito breeding. Pre- to post-management documentation allows us to assess the efficacy of our work.

Culverts cleared	11 culverts
Drainage ditches checked/hand cleaned	4,450 feet
Intensive hand clean/brushing*	475
Mechanical water management	0

* *Combination of brush cutting and clearing of severely degraded drainage systems or streams by hand.*

Larval Control

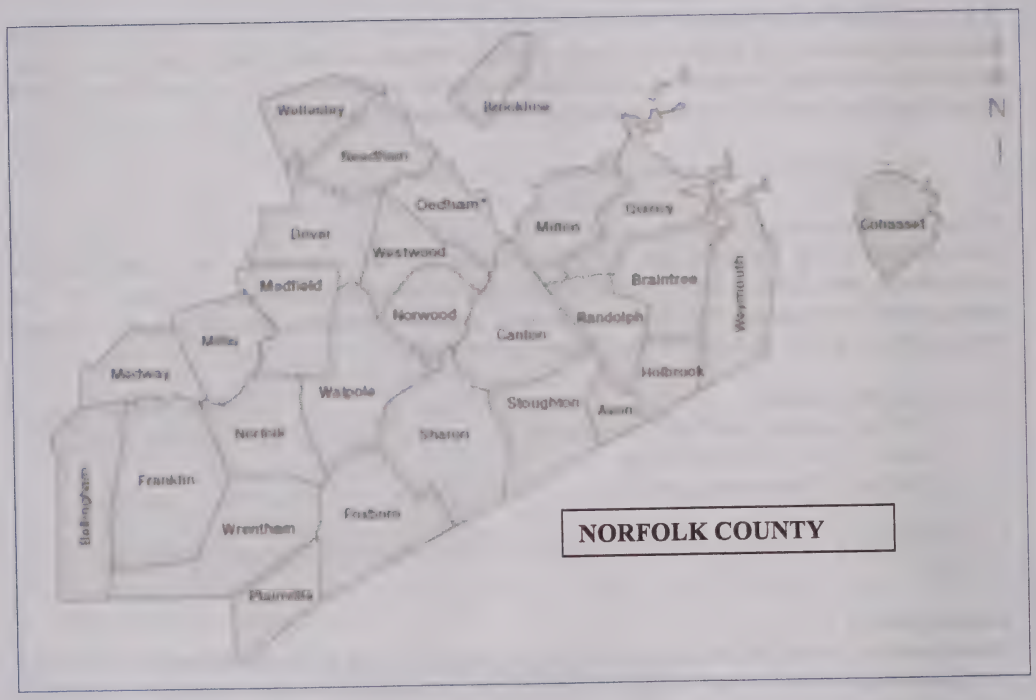
When mosquito larval habitat management is not possible, larval mosquito abatement is the most environmentally friendly and effective method of disease control. An intensive monitoring program, aides in our decision to effectively target culprit locations.

Spring aerial larvicide applications	(April)	0 acres
Summer aerial larvicide applications	(May – August)	0 acres
Larval control - briquette & granular applications by hand		1.3 acres
Rain basin treatments – briquettes by hand (West Nile virus control)		2,154 basins
Abandoned/unopened pool or other manmade structures treated		0 briquets

Adult Control

Adult mosquito control is necessary when public health and/or quality of life is threatened either by disease agents, overwhelming populations, or both. Our rigorous surveillance program, along with service request data and state of the art GPS and computer equipment, allows us to focus our treatments to targeted areas.

Adult aerosol ultra low volume (ULV) applications from trucks	1,773 acres



TOWN OFFICIALS 2012

ELECTED

Assessors
Damon Borrelli
Thomas P. Colarusso
Kevin J. Foley

Board of Health
Peter Stephen Connolly, M.D. (resigned 4/9/12)
Edward V. Cosgrove, Ph.D.
Stephen K. Epstein
Jane Fogg (elected 4/10/12)

Commissioners of Trust Funds
Louise Miller
Joseph P. Scalia
Heydon David Traub

Constables
Paul F. Hunt
Charles G. Wright

Housing Authority
William DeBear
Cheryl Gosmon
Peter J. Pingatore
Robert Stegman (State Appointee) (thru Nov 2012)
Reginald Foster (State Appointee) (effective Nov 2012)

Moderator
Michael K. Fee

Park and Recreation Commission
Cynthia J. Chaston
Thomas M. Jacob
Brian Nadler
Michael J. Retzky
Andrea Shorthose

Planning Board
Bruce T. Eisenhut
Martin Jacobs
Jeanne S. McKnight
Ronald W. Ruth
Sam Bass Warner

School Committee
Joseph P. Barnes
Connie Barr
Heidi C. Black
Marianne B. Cooley
Michael Greis
Susan Neckes (elected 4/10/12)
Kim Marie Nichols
William J. Paulson

Selectmen
John A. Bulian
Matthew D. Borelli (elected 4/10/12)
Maurice P. Handel
James G. Healy (resigned 1/24/12)
Daniel P. Matthews
Gerald A. Wasserman

Town Clerk
Theodora K. Eaton

Trustees of Memorial Park
Dave DiCicco (resigned 4/9/12)
Mark Forbes (elected 4/10/12)
John Gallello
Charles J. Mangine
Joseph J. McSweeney
Ron Sockol

Trustees of Public Library
Lois C. Bacon
Rose Doherty
Richard Hardy
Thomas M. Harkins
Margaret Pantridge
Gregory John Shesko
Lois Sockol

APPOINTED BY THE BOARD OF SELECTMEN

Town Manager
Kate Fitzpatrick

Town Counsel
David S. Tobin

Ad Hoc Insurance Advisory Committee
Richard Davis
David Davison (ex officio)
Niels H. Fischer
Albert H. Shapiro
Paul Winnick

Board of Appeals
Gregory J. Condon (resigned 9/16/11)
Peter Friedenberg
Howard S. Goldman
Jon D. Schneider
Jonathan D. Tamkin
Kathleen Lind Berardi (appt 1/10/12)

Cable Television / Advisory Committee
John Fountain
Michael Greis
Peter E. Hess (appt 9/13/11)
Tom Loughran
Jonathan D. Tamkin

Commission on Disabilities
Susan Crowell
Leon Foster
Debbi Heller
Bruce A. Howell
Jeanie Martin
Karen Peirce
Elaine Saunders
Patrice Snellings (associate member)
Andy Wise
Colin (Dale) T. Wise

Conservation Commission
Paul Alpert
Janet Bernardo
Marsha Salett
Carl Shapiro
Sharon Soltzberg
Dawn Stolfi Stalenhoef
Lisa Standley

Cultural Council
Abby Cheng
Claire Dee Ecsedy
David Ecsedy (appt 10/11/11)
Sheryl Edsall
Lisha Goldberg
Kathleen Leahy
Claire Messing
Walter McDonough (appt 10/20/11)
Betty M. Mosley (appt 10/11/11)
Ann Munstedt
Suzanne Saevitz
Hallie Sammartino
Robert (Bo) Veaner (apt 1/10/12)

Council of Economic Advisors
Damon Borrelli
Matt Borrelli
Glen Cammarano
Walter Collins (appt 3/28/12)
William Day
Elizabeth Grimes
Maurice P. Handel
Bob Hentschel
Bruce Herman
Tom Jacob
Martin Jacobs
Brian Nadler (appt 1/24/12)
Janet O'Connor
Matt Talcoff
Michael Wilcox

Golf Course Advisory Committee
Roy Cramer
Daniel Dain
Jane Howard
Michael Mahoney
Erik Pedersen
Jon Schneider
Richard M. Reilly

Historical Commission
Robert Boder
Carol J. Boulris
Gloria P. Greis
Richard C. Hardy
Joel H. Lebow (resigned 3/8/12)
Miles Shore, M.D.
Sandra Tobin

Human Rights Committee
Michael Centola
Paul F. Dellaripa (resigned 12/31/11)
Marjorie Lynne Freundlich
Cynthia Ganung
Liora Harari
Amelia Klein
Charles Sahagian
John Schlittler

Marlene Schultz (appt 9/13/11)
Mike Vaughn
Sandra Walters

Local Emergency Planning Committee

Don Anastasi
Janice Berns
Paul Buckley
Bill Arsenault
Seymour Bigman
Kevin Burke
Tom Campbell
Donna Carmichael
Christopher Coleman
Walter Collins
Lindsay Dumas
Meg Femino
Kate Fitzpatrick
Wolfgang Floitgraf
John D. Fountain
Alan Glou
Natasha Glushko
Sheila Hamwey
Joanne Kossuth
John Kraemer
Chip Laffey
Ken LeClair
David Levine
Kathy Lewis
Robert Lewis
Roger MacDonald
Heather MacKay
Joe Mackinnon
Marc Mandel
Ann Martello
Richard Merson
John O'Brien
Susan Pacheco
James Pollard
Vincent Roy
Mike Schwinden
Mimi Stamer
Kevin G. Trottier
Annemarie Walsh

Needham Community Television Development Corporation (NCTDC)

Robert Boder
John Fountain
Arnold M. Goldstein
Michael Greis
Peter E. Hess (appt 9/13/11)
Tom Loughran
Robert Stegman
Jonathan Tamkin

Needham Community Revitalization Fund Committee

Carol de Lemos
Paul Good
Timothy Kickham
MaryRuth Perras

Property Tax Assistance Committee

Jill C. Kahn-Boesel
Elizabeth Handler
Peter Hess
Thomas Mulhern
Evelyn Poness (ex officio)

Registrars of Voters

John W. Day
Barbara B. Doyle
Theodora K. Eaton (ex officio)
Mary J. McCarthy

Solid Waste & Recycling Advisory Committee

William Connors
Albert Cooley
Jeffrey Heller
Pralay Som
Irwin Silverstein

Taxation Aid Committee

Elizabeth Handler
Patricia Harris
Thomas J. Mulhern
Helen Newton
Evelyn Poness (ex officio)

Technology Advisory Board

David Davison (ex officio)
Wade Davis
Kenny Freundlich (appt 9/13/11)
Deb Gammermon (ex officio)
Ann Gulati (ex officio)
Clifford Hayden (appt 9/13/11)
Joanne Kossuth (non-voting Tech Advisor)
Roger MacDonald (ex officio)
Michael Mathias
Carl Rubin

Traffic Management Advisory Committee

Anthony DelGaizo
John Kraemer
Jeffrey MacMann
Robert Meltzer (appt 2/14/12)
Richard Merson
Donna Mullin
Mark Rosen (appt 9/13/11)
Glen Schneider
Thomas Stokes

Water and Sewer Rate Structure Committee

John P. Cosgrove, Jr.
Tom Loughran
Nick Renzulli
John Tallarico

APPOINTED BY THE MODERATOR

Finance Committee

John Connelly
Richard S. Creem
Richard Lunetta
Gary McNeill
Richard Reilly
Steven M. Rosenstock
Lisa Zappala
Richard Zimbone

Personnel Board

John Dennis
Patricia A. Forde
Joseph Herlihy
Vivian Hsu
Richard Lunetta

OTHER APPOINTED BOARDS

(Appointing Authority)

Community Preservation Committee

Janet Bernardo *(Conservation Commission)*
Carol Boulris *(Historical Commission)*
Lita Young *(Board of Selectmen)*
Sam Bass Warner *(Planning Board)*
Reginald Foster *(Housing Authority)*
Mark Gluesing *(Moderator)*
Jane Howard *(Board of Selectmen)*
Mike Retzky *(Park & Recreation)*

Council on Aging

Scott Brightman
Roma Jean Brown
Carol de Lemos
Daniel Goldberg
Susanne Hughes
Eilene Kleiman
Andrea Rae
Lianne Relich
Colleen Schaller
Mary Elizabeth Weadock

Contributory Retirement Board

Kate Fitzpatrick
John P. Krawiecki, by vote of employees and retirees
Robert Mearls, by members of the Retirement Board
Evelyn M. Poness
Thomas A. Welch, II, by vote of employees and retirees

Design Review Board

Eugene R. Bolinger *(Planning Board)*
Mark Gluesing *(Board of Selectmen)*
Richard M. Reilly, Jr. (alternate) *(Board of Selectmen)*
Deborah Robinson *(Planning Board)*
Stephen Tanner *(Planning Board)*
Robert Dermody *(Board of Selectmen)* (appt 1/24/12)

Future School Needs Committee
Heidi Black *(Parent Teacher Council)*
David P. Coelho *(Board of Selectmen)*
Marianne Cooley *(School Committee)*
Ann DerMarderosian *(Finance Committee)*
James Lamenzo *(Moderator)*
Marjorie Margolis *(Moderator)*
Mary Riddell *(League of Women Voters)*
Roger Toran *(Planning Board)*

Permanent Public Building Committee
(Mixed appointing authority for all)
Stuart Chandler
Natasha Espada (appt 5/24/12)
John J. Keene, Jr.
George Kent
Steven Popper, Dir. Constr. & Renovation
Mark H. Presson
Paul Salamone
Irwin Silverstein

Transportation Committee
Duncan Allen *(Board of Selectmen)*
Richard Creem *(Board of Selectmen)*
Linda Hoard *(Planning Board)*
Jane A. Howard *(Moderator)*
Steven McKnight *(Planning)*
Denise Garlick *(Ex-Officio)*

Youth Commission
Allison Berger *(Supt Schools – student)*
Ronnie Haas *(Moderator)*
Jessica Hoguet *(Park & Recreation)*
David Bookston *(School Committee)*
Cathy Lunetta *(Finance Committee)*
Danielle Penny *(Supt Schools – student)*
Vincent Springer *(Police Dept)*
Debbie Winnick *(Board of Selectmen)*

APPOINTED BY TOWN MANAGER

Animal Control Officer
Danielle Landry

Assistant Director of Public Works
Robert Lewis

Assistant Town Manager/Finance Director
David Davison

Assistant Town Manager/Dir. Of Operations
Christopher Coleman

Director of Emergency Management
Paul F. Buckley, Jr.

Director of Information Technology
Roger S. MacDonald

Director of Public Works
Richard P. Merson

Director, West Suburban Veterans Services District
Stanley Spear

Veterans' Burial Agent/Veterans' Graves Officer
Bill Topham

Fire Chief / Superintendent of Fire Alarms/Forest Warden
Paul F. Buckley

Inspector of Buildings
Daniel P. Walsh (through March 2012)
David Roche (appointed 5/21/12)

Inspector of Plumbing and Gas
William Kinsman

Inspector of Wiring
Scott Chisholm

Police Chief / Keeper of the Lockup
Thomas J. Leary (retired 9/30/11)
Philip E. Droney (appointed 10/1/11)

Supervisor, Garage & Equipment
Stephen J. Hawes

Superintendent, Highway
Rhainhardt Hoyland

Superintendent, Parks /Forestry Tree Warden
Edward Olsen

Superintendent, Water/Sewer
Vincent Roy

Town Accountant
Michelle Vaillancourt

Town Engineer
Anthony Del Gaizo

Treasurer and Tax Collector
Evelyn M. Poness

Administrative Assessor
Hoyt Davis

Assistant Town Clerk
Helen Atkinson

Director of Public Facilities - Construction
Steven Popper

Director of Public Facilities - Operations
Chip Laffey

Director of Public Health
Janice Berns

Director of Youth Services
Jon Mattleman

Environmental Health Agent
Tara Gurge

Executive Director, Council on Aging
Jamie Brenner Gutner

Library Director
Ann MacFate

Planning Director
Lee Newman

Park and Recreation Director
Patricia M. Carey

APPOINTED BY ELECTED OR APPOINTED BOARDS

Executive Director, Needham Housing Authority
Pamela Clark Allen

Executive Secretary to Finance Committee
Louise Mizgerd

Superintendent of Schools
Daniel E. Gutekanst

FISCAL YEAR 2012 TOWN MEETING MEMBERS

Precinct	Last Name	First/Middle Name	Term Expiration	Precinct	Last Name	First/Middle Name	Term Expiration
A	Carothers	Dennis	2013	A	Keane-Hazzard	Mary E.	2014
A	Herrick	Walter D.	2013	A	O'Brien, Jr.	Norman F.	2014
A	King	Tyson P.	2013	A	Schneider	Louise I.	2014
A	Maxwell	Christopher A.	2013	A	Sterling	Nicholas P.	2014
A	Nissen	Suzanne Fiering	2013	A	Bailey	Erik J.	2015
A	Scott	James Allan	2013	A	Butchart	Scott D.	2015
A	Silverstein	Irwin	2013	A	Creem	Richard S.	2015
A	Silverstein	Nina	2013	A	Gratz	Donald B.	2015
A	Davidson	Alan J.	2014	A	Kalish	Leslie A.	2015
A	Garf	Lee	2014	A	Miller	Rachel B.	2015
A	Genova	John D.	2014	A	Sargent	Elizabeth M.	2015
A	Gosmon	Cheryl A.	2014	A	Price	Karen N.	2015
B	Arren	Francis G,	2013	B	Kurkjian	Catherine E.	2014
B	Baierlein	George	2013	B	Moody	Richard B.	2014
B	Doyle	William G.	2013	B	Pendergast	Kevin T.	2014
B	Frankenthaler	John J.	2013	B	Rosenstock	Steven M.	2014
B	Freedberg	Richard M.	2013	B	Borrelli	Damon J.	2015
B	Orenstein	Glenn S.	2013	B	Borrelli	Marianna	2015
B	Rovner	Gerald C.	2013	B	Healy	James G.	2015
B	Von Herder	Dorothea	2013	B	Jacob	Thomas M.	2015
B	Freedberg	Cathy M.	2014	B	McConchie	Scott	2015
B	Goldberg	Mark	2014	B	Nicols	Kim Marie	2015
B	Grimes	Elizabeth Jane	2014	B	Shapiro	Stacie M.	2015
B	Harris	David C.	2014	B	Toran	Sarah Ann	2015
C	Dugan, Jr.	William H.	2013	C	Gluesing	Mark J.	2014
C	Espada	Natasha	2013	C	Lueders	Carl J.	2014
C	Goldberg	Lois R.	2013	C	Masterman	James D.	2014
C	Haslip	John H.	2013	C	Miller	Louise L.	2014
C	O'Connor	Caterina Bonadio	2013	C	Alpert	Paul S.	2015
C	Ticktin	Robert Scott	2013	C	Barnes, Jr.	Joseph P.	2015
C	Young	Adelaide C.	2013	C	Brightman	Scott M.	2015
C	Zappala	Lisa W.	2013	C	Cox, Jr.	Gilbert W.	2015
C	Alpert	Peter A.	2014	C	Neckes	Susan B.	2015
C	Barnett	Bruce S.	2014	C	Pransky	Sheila G.	2015
C	Cox	David R.	2014	C	Tillotson	Paul B.	2015
C	Doherty	Edward J.	2014	C	Tobin	Sandra Balzer	2015
D	Dhanda	Michelle C. S.	2013	D	Mann	Richard S.	2014
D	Foster	Reginald C.	2013	D	McNeill	Gary B.	2014
D	Gerstel	Christopher J.	2013	D	Sexton	David J.	2014
D	Hunt	Roger B.	2013	D	Soisson	Thomas F.	2014
D	Pressman	Aaron M.	2013	D	Black	Heidi C.	2015
D	Remorenko	Aaron	2013	D	Clarke	Holly Anne	2015
D	Ship	Carl S.	2013	D	Cramer	Roy A.	2015
D	Walitt	Arthur	2013	D	D'Addesio	Kathryn L.	2015
D	Conturie	Cynthia	2014	D	Der	Ann	2015
D	Donald	Ross M.	2014	D	Eisenhut	Bruce T.	2015
D	Levy	Joshua W.	2014	D	Lewis	Kathleen M.	2015
D	Lunetta	Richard J.	2014	D	Shesko	Gregory John	2015
E	Comando	John E.	2013	E	George	Linda J.	2014

FISCAL YEAR 2012 TOWN MEETING MEMBERS

Precinct	Last Name	First/Middle Name	Term Expiration	Precinct	Last Name	First/Middle Name	Term Expiration
E	Cosgrove III	Edward V.	2013	E	Harvey	Christine M.	2014
E	Decker	Walter T.	2013	E	Stevens	Julie E.	2014
E	Mullen	Kurt M.	2013	E	Warner	Sam Bass	2014
E	Ruth	Ronald W.	2013	E	Barr	Constance S.	2015
E	Siegenthaler	Paul A.	2013	E	Chaston	Cynthia J.	2015
E	Silverstein	Gerald	2013	E	Cosgrove	Ann M.	2015
E	Weiner	Theodore	2013	E	Fachetti	Carol A.	2015
E	Crowell	Theodore M.	2014	E	Peckham	Ford H.	2015
E	Cummings	Lawrence R.	2014	E	Retzky	Michael J.	2015
E	Durda	Paul J.	2014	E	Robey	Philip V.	2015
E	Francesconi	Irene M.	2014	E	Tormey	Kevin M.	2015
F	Coffman	Barry	2013	F	MacMahon	Mary Anne	2014
F	Heller	Jeffrey D.	2013	F	McDonough	Barry	2014
F	Markman	Steven	2013	F	McKay	Michael	2014
F	McIver	Carolyn R.	2013	F	Niden	Michael L.	2014
F	Muldoon	Kenneth Scott	2013	F	Borrelli	Alison S.	2015
F	Okerman	William J.	2013	F	Davis	Richard W.	2015
F	Paolini	Richard P.	2013	F	Davis	Gail E.	2015
F	Verdun	Michael L.	2013	F	McKnight	Jeanne S.	2015
F	Cohen	Lawrence J.	2014	F	Milligan	John F.	2015
F	Goldin	Rochelle E.	2014	F	Sexton	Jennifer S.	2015
F	Goldstein	Carl	2014	F	Winnick	Deborah S.	2015
F	Kirk	John P.	2014	F	Zoppo	William A.	2015
G	Beacham, Jr.	Peter W.	2013	G	Pittman	Andrew J.	2014
G	Connors	William F.	2013	G	Robey	Kathleen D.	2014
G	Crawford	Michael J.	2013	G	Sidell	Charlotte B.	2014
G	Distler	Michael A.	2013	G	Smart, Jr.	Robert T.	2014
G	Freundlich	Kenneth B.	2013	G	Abbott	Susan W.	2015
G	Kaufman	Gary Michael	2013	G	Buckley	Patricia B.	2015
G	Kay	Fredie D.	2013	G	Dirks	Katy M.	2015
G	Tierney	Timothy P.	2013	G	Gallagher	Fran	2015
G	Attridge	Paul H.	2014	G	Harkins	Thomas M.	2015
G	Blake	Julia C.H.	2014	G	McCaffrey	Maureen T.	2015
G	DeMeis	Richard	2014	G	McGarvey	Susan B.	2015
G	Dermody	Robert J.	2014	G	Welby	Susan	2015
H	Avedikian	Isabelle	2013	H	McDonough	Mark	2014
H	Diener	Michael	2013	H	Olive	Peter R.	2014
H	Fooksa	Radek	2013	H	Wu	Harmony H.	2014
H	Kingston	John A.	2013	H	Zimbone	Richard A.	2014
H	Kristeller	Jeffrey	2013	H	Brinkhaus	Heinz R.	2015
H	London	Laura	2013	H	Callanan	Paula R.	2015
H	Savage Jr	Richard J.	2013	H	Cruickshank	M. Patricia	2015
H	Shapiro	Jeffrey S.	2013	H	Handler	Elizabeth P.	2015
H	Cosentino	Julia Satti	2014	H	Larsen	Robert Y.	2015
H	Gragg	Jason R.	2014	H	Margolis	Marjorie M.	2015
H	Kardok	Michael C.	2014	H	Milligan	Paul T.	2015
H	McCarthy	Nancy E.	2014	H	Reilly	Richard M.	2015
I	Crocker	Artie R.	2013	I	Renzulli	Leslie Ann	2014
I	Ecsedy	Claire Dee	2013	I	Rivers	Alison	2014

FISCAL YEAR 2012 TOWN MEETING MEMBERS

Precinct	Last Name	First/Middle Name	Term Expiration	Precinct	Last Name	First/Middle Name	Term Expiration
I	Kagan	Stephen C.	2013	I	Supple	David Paul	2014
I	Mesnik	Jeffrey S	2013	I	Walsh	Maura O.	2014
I	Ochalla	Josephine Luppino	2013	I	Atallah	Peter D.	2015
I	Renzulli	Nicholas S.	2013	I	Connelly	John P.	2015
I	Weinstein	Anne W.	2013	I	Denver	Paul F.	2015
I	Whitney	Kathleen D.	2013	I	Escalante	David J.	2015
I	Hannigan, Jr.	Thomas H.	2014	I	O'Leary	John P.	2015
I	Higgins	Thomas W.	2014	I	Robey III	Paul	2015
I	Kahn-Boesel	Jill C.	2014	I	Sockol	Lois F.	2015
I	Murphy	Lorraine M.	2014	I	Sockol	Ron	2015
J	Cantor	Arthur S.	2013	J	Mather	Marcia C.	2014
J	Deutsch	Robert E.	2013	J	Mathias	Michael M.	2014
J	Filoon III	John W.	2013	J	Murphy	Jane B.	2014
J	Keane	Kevin J.	2013	J	Shannon	Karen R.	2014
J	Kent	George F.	2013	J	Arrieta-Ruetenik	Georgina A.	2015
J	Montgomery	David P.	2013	J	Cooley	Marianne B.	2015
J	Mooney	Christopher	2013	J	Dermody	William R.	2015
J	Smith	Paul G.	2013	J	DiCicco	David C.	2015
J	Barker	Catherine J.	2014	J	Greis	Michael J.	2015
J	Bonasia	James S.	2014	J	Mullin	Donna M	2015
J	Chandler	Stuart B.	2014	J	Orozco	Sara	2015
J	Downs	Robert A.	2014	J	Tedoldi	M. Kathleen	2015
TMM At-Large	Chair, Board of Assessors	Thomas P. Colarusso	2013	TMM At-Large	Moderator	Michael K. Fee	2013
TMM At-Large	Selectman	Matthew D. Borrelli	2013	TMM At-Large	Chair, Memorial Park Trustees	John S. Gallello	2013
TMM At-Large	Selectmen	John A. Bulian	2013	TMM At-Large	Selectman	Maurice P. Handel	2013
TMM At-Large	Chair, School Committee	Heidi C. Black	2013	TMM At-Large	Chair, Park & Recreation Commission	Michael J. Retzky	2013
TMM At-Large	Chair, Board of Health	Stephen K. Epstein	2013	TMM At-Large	Chair, Trustees of Public Library	Lois C. Bacon	2013

FISCAL YEAR 2012 TOWN MEETING MEMBERS

Precinct	Last Name	First/Middle Name	Term Expiration	Precinct	Last Name	First/Middle Name	Term Expiration
TMM At-Large	Town Clerk	Theodora K. Eaton	2013	TMM At-Large	Selectman	Daniel P. Matthews	2013
TMM At-Large	Chair, Planning Board	Bruce T. Eisenhut	2013	TMM At-Large	Chair, Selectman	Gerald A. Wasserman	2013

FY 2012 TOWN OF NEEDHAM RETIREE INFORMATION

RETIREMENTS	DEPARTMENT	YEARS OF SERVICE
Linda Allen	School	19.583
Patricia Baynes	Hospital	20.167
William Byrnes	Fire	37.083
Margaret Crowley	School	24.250
Nancy D'Amico	Library	21.833
Sandra Evans	Town	23.500
Darlene Fisk	School	17.000
Dorothy Furgason	School	12.500
Virginia Grew	Hospital	15.417
Jean Kirkham	Library	47.5833
Susan Klingerman	School	11.333
Thomas Leary	Police	40.250
Susan Park	Library	43.75
Mary Rose Pearo	Hospital	14.750
Toni Saad	Housing Authority	26.917
Donald Sullivan	Fire	43.250
Robert Tobin	Public Facilities	14.333

IN MEMORIAM

NAME	DEPARTMENT	YEARS OF SERVICE
Charles Bellomo	Fire	38.416
Anne Callahan	Hospital	11.750
Robert F. Day	Town	24.833
Eunice Elmer	Hospital	4.750
Giuseppi Fontecchio	DPW – Sewer Division	15.416
Philip Gates	Town	22.583
Ramsey A. Gifford	Town	5.75
Everett Henderson	Public Facilities	26.250
Gerard Hopkins	DPW	21.5
Jane Howard	Town	11.167
John Kelly	DPW	22.083
Elizabeth Murray	School	20.250
Helen Nagel	Hospital	20.083
Elizabeth Rich	Library	23.000
Eva Sonsini	Town	10.333
Mark Stern	DPW – RTS	12.667
Judith Stevens	Hospital	11.833
Frances Terrio	Hospital	17.833
William Urquhart	DPW	12.417
Joanne Veduccio	Police	10.167
Bertha Wainwright	Hospital	18.750
Josephine Wallis	Town	10.0834

APPENDICES

Town of Needham
General Fund
Balance Sheet
Year Ended June 30, 2012

		General
ASSETS		
Cash and short-term investments	$	13,884,305
Investments	$	13,363,633
Due from Newman School Fund	$	4,289,304
Receivables:		
Property taxes	$	3,178,645
Excises	$	578,901
Departmental	$	820,241
Intergovernmental	$	8,199,192
Betterments	$	-
Other	$	54,182
Other assets	$	-
Total Assets	**$**	**44,368,403**
LIABILITIES		
Warrants and accounts payable	$	1,912,497
Deferred revenue	$	12,562,923
Accrued liabilities	$	3,213,014
Due to other Governments	$	-
Taxes collected in advance	$	3,102
Refunds payable	$	846,316
Other liabilities	$	206,141
Total Liabilities	**$**	**18,743,993**
FUND BALANCES		
Nonspendable	$	-
Restricted	$	448,175
Committed	$	5,744,220
Assigned	$	8,585,173
Unassigned	$	10,846,842
Total Fund Balance	**$**	**25,624,410**
Total Liabilities and Fund Balance	**$**	**44,368,403**

Town of Needham
Enterprise Funds
Statement of Net Assets
Year Ended June 30, 2012

	Solid Waste	Sewer	Water
ASSETS			
Current Assets:			
Cash and short-term investments	$ 1,539,208	$ 3,662,762	$ 6,174,686
Receivables	$ 191,141	$ 2,284,747	$ 1,751,608
Intergovernmental	$ -	$ 1,214,647	$ -
Other current assets	$ 447	$ -	$ -
Total Current Assets	$ 1,730,796	$ 7,162,156	$ 7,926,294
Noncurrent Assets:			
Land and construction in progress	$ 5,007,443	$ 2,963,908	$ 2,120,330
Other capital assets, net of accumulated depreciation	$ 1,696,464	$ 17,455,753	$ 26,456,739
Total Noncurrent Assets	$ 6,703,907	$ 20,419,661	$ 28,577,069
Total Assets	**$ 8,434,703**	**$ 27,581,817**	**$ 36,503,363**
LIABILITIES			
Current Liabilities:			
Accounts payable	$ 3,912	$ 314,227	$ 102,689
Accrued payroll	$ 12,431	$ 17,523	$ 16,437
Accrued liabilities	$ -	$ 23,326	$ 26,237
Retainage payable	$ -	$ -	$ -
Refunds Payable	$ 65,092	$ 100,340	$ 5,045
Notes payable	$ -	$ 1,549,646	$ -
Other liabilities	$ -	$ -	$ -
Current portion of long-term liabilities:			
Bonds payable	$ 85,000	$ 922,652	$ 883,475
Compensated absences	$ 35,725	$ 119,799	$ 82,706
Total current liabilities	$ 202,160	$ 3,047,513	$ 1,116,589
Noncurrent Liabilities			
Bonds payable, net of current portion	$ 40,000	$ 4,677,253	$ 5,336,860
Total Liabilities	**$ 242,160**	**$ 7,724,766**	**$ 6,453,449**
NET ASSETS			
Invested in capital assets, net of related debt	$ 6,777,937	$ 13,852,029	$ 22,823,775
Unrestricted	$ 1,414,606	$ 6,005,022	$ 7,226,139
Total Net Assets	**$ 8,192,543**	**$ 19,857,051**	**$ 30,049,914**

General Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2012

Description	Annual Town Meeting Appropriation	Special Town Meeting Appropriations	Finance Committee and Town Manager Transfer Approvals	Total Available for Expenditure	Disbursements	Encumbered	Total Expenditures	Returned
Townwide Expenses								
1 Noncontributory Retirement Payments	$32,700			$32,700	($32,620.32)		($32,620.32)	$79.68
2 Contributory Retirement System	$4,722,775			$4,722,775	($4,621,071.78)		($4,621,071.78)	$101,703.22
3 Group Health Insurance & Benefits	$9,601,203	($581,479)		$9,019,724	($8,877,937.05)	($8,791.83)	($8,886,728.88)	$132,995.12
4 Retiree Insurance & Insurance Liability Fund	$3,906,275	$500,000		$4,406,275	($4,406,275.00)		($4,406,275.00)	
5 Unemployment Compensation	$140,000		$100,000	$240,000	($208,846.80)	($4,166.25)	($213,013.05)	$26,986.95
6 Debt Service	$10,843,572	$39,448		$10,883,020	($10,867,982.17)		($10,867,982.17)	$15,037.83
7 Workers Compensation	$450,000			$450,000	($450,000.00)		($450,000.00)	
8 Casualty Liability & Self Insurance Program	$525,000			$525,000	($455,169.75)		($455,169.75)	$69,830.25
9 Classification Performance & Settlements*	$202,000		($89,311)	$112,689				$112,689.00
10 Reserve Fund *	$1,059,763	($573,591)	($399,650)	$86,522				$86,522.00
Town Wide	$31,483,288	($615,622)	($388,961)	$30,478,705	($29,919,902.87)	($12,958.08)	($29,932,860.95)	$545,844.05
*Direct expenditure is not allowed, only transfers to other budget lines.								
Board of Selectmen & Town Manager								
11A Salary & Wages	$646,680		$3,312	$649,992	($642,026.19)		($642,026.19)	$7,965.81
11B Expenses	$156,433			$156,433	($130,888.42)	($21,727.00)	($152,615.42)	$3,817.58
Total	$803,113		$3,312	$806,425	($772,914.61)	($21,727.00)	($794,641.61)	$11,783.39
Town Clerk & Board of Registrars								
12A Salary & Wages	$279,390		$2,273	$281,663	($264,072.96)		($264,072.96)	$17,590.04
12B Expenses	$38,290			$38,290	($32,902.01)	($599.77)	($33,501.78)	$4,788.22
Total	$317,680		$2,273	$319,953	($296,974.97)	($599.77)	($297,574.74)	$22,378.26
Town Counsel								
13A Salary & Wages	$68,664			$68,664	($68,663.88)		($68,663.88)	$0.12
13B Expenses	$230,000		$47,000	$277,000	($273,810.01)	($2,288.36)	($276,098.37)	$901.63
Total	$298,664		$47,000	$345,664	($342,473.89)	($2,288.36)	($344,762.25)	$901.75
Personnel Board								
14A Salary & Wages	$600			$600	($229.50)		($229.50)	$370.50
14B Expenses	$11,000			$11,000	($1,484.00)	($9,516.00)	($11,000.00)	
Total	$11,600			$11,600	($1,713.50)	($9,516.00)	($11,229.50)	$370.50
Finance Department								
15A Salary & Wages	$1,385,756		$13,758	$1,399,514	($1,355,837.75)		($1,355,837.75)	$43,676.25
15B Expenses	$741,605			$741,605	($606,982.63)	($69,801.53)	($676,784.16)	$64,820.84
15C Capital	$37,500			$37,500	($37,295.42)		($37,295.42)	$204.58
Total	$2,164,861		$13,758	$2,178,619	($2,000,115.80)	($69,801.53)	($2,069,917.33)	$108,701.67
Finance Committee								
16A Salary & Wages	$28,382		$142	$28,524	($27,933.24)		($27,933.24)	$590.76
16B Expenses	$1,075			$1,075	($466.00)		($466.00)	$609.00
Total	$29,457		$142	$29,599	($28,399.24)		($28,399.24)	$1,199.76
General Government	$3,625,375		$66,485	$3,691,860	($3,442,592.01)	($103,932.66)	($3,546,524.67)	$145,335.33

General Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2012

Description	Annual Town Meeting Appropriation	Special Town Meeting Appropriations	Finance Committee and Town Manager Transfer Approvals	Total Available for Expenditure	Disbursements	Encumbered	Total Expenditures	Returned
Planning Department								
17A Salary & Wages	$232,476		$2,546	$235,022	($234,912.36)		($234,912.36)	$109.64
17B Expenses	$16,460			$16,460	($9,113.41)	($5,294.97)	($14,408.38)	$2,051.62
Total	$248,936		$2,546	$251,482	($244,025.77)	($5,294.97)	($249,320.74)	$2,161.26
Community Development								
18A Salary & Wages	$108,584		$3,721	$112,305	($112,282.35)		($112,282.35)	$22.65
18B Expenses	$11,858			$11,858	($4,967.63)	($357.86)	($5,325.49)	$6,532.51
Total	$120,442		$3,721	$124,163	($117,249.98)	($357.86)	($117,607.84)	$6,555.16
Land Use & Development	$369,378		$6,267	$375,645	($361,275.75)	($5,652.83)	($366,928.58)	$8,716.42
Police Department								
20A Salary & Wages	$4,859,711		$4,205	$4,863,916	($4,675,710.42)		($4,675,710.42)	$188,205.58
20B Expenses	$239,858			$239,858	($214,272.11)	($13,483.29)	($227,755.40)	$12,102.60
20C Capital	$125,891			$125,891	($123,870.00)		($123,870.00)	$2,021.00
Total	$5,225,460		$4,205	$5,229,665	($5,013,852.53)	($13,483.29)	($5,027,335.82)	$202,329.18
Fire Department								
21A Salary & Wages	$6,095,891		$4,232	$6,100,123	($5,713,388.59)		($5,713,388.59)	$386,734.41
21B Expenses	$240,683			$240,683	($196,555.05)	($42,260.19)	($238,815.24)	$1,867.76
Total	$6,336,574		$4,232	$6,340,806	($5,909,943.64)	($42,260.19)	($5,952,203.83)	$388,602.17
Building Inspector								
22A Salary & Wages	$452,113	($12,000)	$3,167	$443,280	($422,423.50)		($422,423.50)	$20,856.50
22B Expenses	$16,095	$12,000		$28,095	($20,659.28)	($1,250.00)	($21,909.28)	$6,185.72
Total	$468,208		$3,167	$471,375	($443,082.78)	($1,250.00)	($444,332.78)	$27,042.22
Public Safety	$12,030,242		$11,604	$12,041,846	($11,366,878.95)	($56,993.48)	($11,423,872.43)	$617,973.57
Minuteman Regional High School Assessment								
23 Total	$562,637	$30,352		$592,989	($592,424.00)		($592,424.00)	$565.00
Needham Public Schools								
24 Total Needham Public Schools	$48,436,371	$65,000	$60,000	$48,561,371	($46,863,021.35)	($1,554,070.33)	($48,417,091.68)	$144,279.32
Education	$48,999,008	$95,352	$60,000	$49,154,360	($47,455,445.35)	($1,554,070.33)	($49,009,515.68)	$144,844.32
Department of Public Works								
25A Salary & Wages	$3,025,205	$16,479	$8,305	$3,049,989	($2,947,732.89)		($2,947,732.89)	$102,256.11
25B Expenses	$1,322,295		$100,000	$1,422,295	($1,225,718.25)	($130,780.12)	($1,356,498.37)	$65,796.63
25C Capital	$6,700			$6,700	($6,545.60)		($6,545.60)	$154.40
25D Snow and Ice	$400,000			$400,000	($174,153.40)		($174,153.40)	$225,846.60
Total	$4,754,200	$16,479	$108,305	$4,878,984	($4,354,150.14)	($130,780.12)	($4,484,930.26)	$394,053.74
Municipal Parking Program								
26 Total	$55,000		$25,000	$80,000	($34,163.74)	($823.07)	($34,986.81)	$45,013.19
Municipal Street Lighting Program								
27 Total	$256,000			$256,000	($157,338.01)	($26,356.79)	($183,694.80)	$72,305.20

General Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2012

Description	Annual Town Meeting Appropriation	Special Town Meeting Appropriations	Finance Committee and Town Manager Transfer Approvals	Total Available for Expenditure	Disbursements	Encumbered	Total Expenditures	Returned
Public Works	$5,065,200	$16,479	$133,305	$5,214,984	($4,545,651.89)	($157,959.98)	($4,703,611.87)	$511,372.13
Department of Public Facilities								
28A Salary & Wages	$3,058,620		$28,731	$3,087,351	($2,950,022.63)		($2,950,022.63)	$137,328.37
28B Expenses	$4,666,935	($90,000)		$4,576,935	($3,776,974.49)	($669,846.28)	($4,446,820.77)	$130,114.23
28C Capital		$90,000	$65,000	$155,000	($15,105.92)	($127,976.00)	($143,081.92)	$11,918.08
Total	$7,725,555		$93,731	$7,819,286	($6,742,103.04)	($797,822.28)	($7,539,925.32)	$279,360.68
Public Facilities	$7,725,555		$93,731	$7,819,286	($6,742,103.04)	($797,822.28)	($7,539,925.32)	$279,360.68
Health Department								
29A Salary & Wages	$385,301		$3,364	$388,665	($377,114.21)		($377,114.21)	$11,550.79
29B Expenses	$76,829			$76,829	($76,825.30)		($76,825.30)	$3.70
Total	$462,130		$3,364	$465,494	($453,939.51)		($453,939.51)	$11,554.49
Human Services								
30A Salary & Wages	$493,873		$4,844	$498,717	($488,737.77)		($488,737.77)	$9,979.23
30B Expenses	$70,370		$2,650	$73,020	($72,873.58)		($72,873.58)	$146.42
Total	$564,243		$7,494	$571,737	($561,611.35)		($561,611.35)	$10,125.65
Commission on Disabilities								
31A Salary & Wages								
31B Expenses	$550			$550	($320.95)		($320.95)	$229.05
Total	$550			$550	($320.95)		($320.95)	$229.05
Historical Commission								
32A Salary & Wages								
32B Expenses	$1,050			$1,050	($198.50)	($156.64)	($355.14)	$694.86
Total	$1,050			$1,050	($198.50)	($156.64)	($355.14)	$694.86
Needham Public Library								
33A Salary & Wages	$1,073,225		$3,988	$1,077,213	($1,050,563.36)		($1,050,563.36)	$26,649.64
33B Expenses	$292,061			$292,061	($287,583.77)	($3,896.84)	($291,480.61)	$580.39
Total	$1,365,286		$3,988	$1,369,274	($1,338,147.13)	($3,896.84)	($1,342,043.97)	$27,230.03
Park and Recreation Department								
34A Salary & Wages	$440,395		$2,723	$443,118	($440,395.00)		($440,395.00)	$2,723.00
34B Expenses	$110,875			$110,875	($91,235.95)	($12,302.40)	($103,538.35)	$7,336.65
Total	$551,270		$2,723	$553,993	($531,630.95)	($12,302.40)	($543,933.35)	$10,059.65
Memorial Park								
35A Salary & Wages								
35B Expenses	$750			$750		($750.00)	($750.00)	
Total	$750			$750		($750.00)	($750.00)	
Community Services	$2,945,279		$17,569	$2,962,848	($2,885,848.39)	($17,105.88)	($2,902,954.27)	$59,893.73
Department Budgets	$80,760,037	$111,831	$388,961	$81,260,829	($76,799,795.38)	($2,693,537.44)	($79,493,332.82)	$1,767,496.18
Total Operating Budget	$112,243,325	($503,791)		$111,739,534	($106,719,698.25)	($2,706,495.52)	($109,426,193.77)	$2,313,340.23

Solid Waste Disposal and Recycling Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2012

	Description	Annual Town Meeting Appropriation	Special Town Meeting Appropriations	Transfer Approvals	Total Available for Expenditure	Disbursements	Encumbered	Total Expenditures	Returned
101A	Personnel	$639,479	$4,103		$643,582	-$635,629.74		-$635,629.74	$7,952.26
101B	Expenses	$1,139,984			$1,139,984	-$897,123.03	-$132,851.16	-$1,029,974.19	$110,009.81
101C	Operating Capital	$43,000			$43,000	-$37,620.00		-$37,620.00	$5,380.00
101D	Debt Service	$150,000			$150,000	-$149,360.69		-$149,360.69	$639.31
102	Reserve Fund*	$25,000			$25,000				$25,000.00
Total		**$1,997,463**	**$4,103**		**$2,001,566**	**-$1,719,733.46**	**-$132,851.16**	**-$1,852,584.62**	**$148,981.38**

*Direct expenditure is not allowed, only transfers to other budget lines.

Sewer Enterprise
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2012

	Description	Annual Town Meeting Appropriation	Special Town Meeting Appropriations	Transfer Approvals	Total Available for Expenditure	Disbursements	Encumbered	Total Expenditures	Returned
201A	Personnel	$881,180	$5,793		$886,973	-$837,530.76		-$837,530.76	$49,442.24
201B	Expenses	$468,764			$468,764	-$257,140.83	-$35,220.40	-$292,361.23	$176,402.77
201C	Capital Outlay	$25,000			$25,000	-$22,314.00		-$22,314.00	$2,686.00
201D	MWRA Assessment	$5,337,491	-$46,411		$5,291,080	-$5,291,080.00		-$5,291,080.00	
201E	Debt Service	$1,350,000			$1,350,000	-$1,301,749.17		-$1,301,749.17	$48,250.83
202	Reserve Fund*	$35,000			$35,000				$35,000.00
Total		**$8,097,435**	**-$40,618**		**$8,056,817**	**-$7,709,814.76**	**-$35,220.40**	**-$7,745,035.16**	**$311,781.84**

*Direct expenditure is not allowed, only transfers to other budget lines.

Water Enterprise
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2012

	Description	Annual Town Meeting Appropriation	Special Town Meeting Appropriations	Transfer Approvals	Total Available for Expenditure	Disbursements	Encumbered	Total Expenditures	Returned
301A	Personnel	$1,016,863	$6,228		$1,023,091	-$863,101.84		-$863,101.84	$159,989.16
301B	Expenses	$974,603			$974,603	-$849,576.65	-$86,644.34	-$936,220.99	$38,382.01
301C	Capital Outlay	$55,000			$55,000	-$43,866.25		-$43,866.25	$11,133.75
301D	MWRA Assessment	$605,448	$4,580		$610,028	-$610,028.00		-$610,028.00	
301E	Debt Service	$1,550,000			$1,550,000	-$1,540,937.73		-$1,540,937.73	$9,062.27
303	Reserve Fund*	$75,000			$75,000				$75,000.00
Total		**$4,276,914**	**$10,808**		**$4,287,722**	**-$3,907,510.47**	**-$86,644.34**	**-$3,994,154.81**	**$293,567.19**

*Direct expenditure is not allowed, only transfers to other budget lines.

Community Preservation Act Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2012

Description	Annual Town Meeting Appropriation	Special Town Meeting Appropriations	Transfer Approvals	Total Available for Expenditure	Disbursements	Encumbered	Total Expenditures	Returned
Administrative Expenses	$82,000			$82,000	-$10,752.49	-$813.60	-$11,566.09	$70,433.91
Total	**$82,000**			**$82,000**	**-$10,752.49**	**-$813.60**	**-$11,566.09**	**$70,433.91**

Town of Needham
Trust Funds
Year Ended June 30, 2012

Fund	1-Jul-11	Receipts	Disbursements & Adjustments	30-Jun-12
Anita M. Reinke Memorial Scholarship	$ 10,334.77	$ 387.76		$ 10,722.53
Arthur and Cecilia Bailey Scholarship	$ 30.49	$ 52,012.77		$ 52,043.26
Catherine M. Wharton Memorial Scholarship	$ -			$ -
Centennial Football Scholarship	$ 363.88	$ 13.66		$ 377.54
Charles and Bernice Siegel Memorial Fund	$ 211,490.09	$ 7,936.41		$ 219,426.50
Class of 1979 Scholarship	$ 11.43	$ 0.43		$ 11.86
Class of 1980 Scholarship	$ 6,121.92	$ 229.69		$ 6,351.61
C. J. Cullen III Memorial Scholarship	$ 39,593.11	$ 1,485.53		$ 41,078.64
Dana F. Burke Scholarship	$ 5,709.44	$ 211.35	$ 100.00	$ 5,820.79
De Fazio Family Memorial Scholarship	$ 16,155.74	$ 606.16		$ 16,761.90
Derwood Newman Memorial	$ 45,809.56	$ 1,718.77		$ 47,528.33
Dr. Lee Allan Memorial	$ 2,599.15	$ 97.52		$ 2,696.67
Dwight School (Pollard School)	$ 33,788.45	$ 1,267.74		$ 35,056.19
Edward J. Stewart 13 Club Scholarship	$ 11,668.90	$ 290.51	$ 11,883.27	$ 76.14
Edward Kasip Scholarship	$ -			$ -
Edward Keady Memorial Scholarship	$ 3,760.09	$ 141.08		$ 3,901.17
Elizabeth Handley	$ 41,518.15	$ 1,557.76		$ 43,075.91
Frederick Barstow Scholarship	$ 295,065.40	$ 11,070.84		$ 306,136.24
Frederick Harris Scholarship	$ 35,548.84	$ 1,333.79		$ 36,882.63
George Morse Memorial Scholarship	$ 204,672.42	$ 7,679.29		$ 212,351.71
High School Sports Endowment	$ 29,399.74	$ 1,103.08		$ 30,502.82
Igor Guralnik & Keith Flueckiger	$ 6,541.46	$ 245.44		$ 6,786.90
Joan W. Swartz Memorial Scholarship	$ 30.41	$ 26.14		$ 56.55
John Akers	$ 250,892.95	$ 28,724.53		$ 279,617.48
John C. Wood (High School Library)	$ 13,063.70	$ 490.15		$ 13,553.85
Joseph Paulini Scholarship	$ 3,327.90	$ 1,270.99		$ 4,598.89
Karen Decembre Scholarship	$ (0.06)			$ (0.06)
Kyle Shapiro Scholarship	$ 17.86	$ 0.67		$ 18.53
Leo F. Richards Jr. Scholarship	$ 4,565.65	$ 171.30		$ 4,736.95
Linda Barnes Scholarship	$ 4,048.00	$ 868.70		$ 4,916.70

Town of Needham
Trust Funds
Year Ended June 30, 2012

Fund	1-Jul-11	Receipts	Disbursements & Adjustments	30-Jun-12
Lizzie and Reuben Grossman Scholarship	$ -	$ 1,500.00		$ 1,500.00
Mark R., Beane Memorial Scholarship	$ 37,007.94	$ 1,388.54		$ 38,396.48
Martin Luther King Scholarship	$ 766.30	$ 12,084.64		$ 12,850.94
Mary Ann Dolan Scholarship	$ -			$ -
Minot Mac Donald (Carter School Library)	$ 8,165.71	$ 306.80		$ 8,472.51
Miriam Kronish Scholarship	$ 73.41	$ 2.75		$ 76.16
Miriam Kronish Excellence in Educ	$ -	$ 33,679.17		$ 33,679.17
Nate Tavalone Scholarship	$ 6,447.61	$ 541.91		$ 6,989.52
New Century Club Scholarship	$ 13,984.75	$ 524.71		$ 14,509.46
Nina Pansuk Scholarship	$ 134,441.96	$ 5,044.26		$ 139,486.22
Peter Eloranta Chemistry Award Scholarship	$ 11,054.37	$ 414.76		$ 11,469.13
Peter Eloranta Scholarship	$ 97,349.73	$ 3,652.56	$ 1,650.00	$ 99,352.29
Rebecca H. Perry Memorial Scholarship	$ 246,953.27	$ 9,265.68		$ 256,218.95
Richard Jensen, Sr. Memorial Scholarship	$ 2,513.96	$ 94.32		$ 2,608.28
Robert and Elizabeth Gardner Scholarship	$ 52,092.05	$ 25,330.43		$ 77,422.48
Ruth Ann B. Simmons MD Memorial Scholarship	$ 20,920.58	$ 1,039.63		$ 21,960.21
School Permanent Donation	$ -			$ -
Stacy Neilson Memorial Fund (Soccer Team)	$ 168.93			$ 168.93
Stanley Willox Memorial Scholarship	$ (650.00)			$ (650.00)
Steven Wernick Memorial Scholarship	$ 0.01			$ 0.01
Students Need Arts Trust Fund	$ 6,255.45	$ 234.70		$ 6,490.15
Timothy P. Flanagan Memorial Scholarship	$ 19,017.91	$ 701.17	$ 1,000.00	$ 18,719.08
Tot Greenleaf	$ 7,749.78	$ 290.77		$ 8,040.55
Walter Burke	$ 18.00			$ 18.00
William G. Moseley Scholarship	$ 21,715.88	$ 814.78		$ 22,530.66
Willaim L. Sweet Scholarship		$ 865,715.14		$ 865,715.14
William T. Burke Memorial Scholarship	$ 2,366.79	$ 88.80		$ 2,455.59
Subtotal School	$ 1,964,543.83	$ 1,083,657.58	$ 14,633.27	$ 3,033,568.14

Town of Needham
Trust Funds
Year Ended June 30, 2012

Fund	1-Jul-11	Receipts	Disbursements & Adjustments	30-Jun-12
Arthur W. & Barbara S. Hatch Fund	$ 257,741.91	$ 9,670.47		$ 267,412.38
Bosworth Library Trust Fund	$ 6,900.59	$ 258.91		$ 7,159.50
Charles Fredic Clifford Henderson Library 10% Trust	$ 113,702.90	$ 4,266.13	$ 198.00	$ 117,771.03
Cora Proctor Thurston Fund	$ 13,319.99	$ 499.77	$ 903.75	$ 12,916.01
Helen DE M. Dunn Library Trust Fund	$ 731.29	$ 27.44		$ 758.73
Karl L. Nutter Library Trust Fund	$ 1,985.43	$ 74.49		$ 2,059.92
Laura G. Willgoose Library Trust Fund	$ 135,249.71	$ 5,016.36	$ 2,903.98	$ 137,362.09
Library Permanent Donation Fund	$ 82,006.76	$ 78,524.78	$ 56,081.15	$ 104,450.39
Lois Carley Children's Library Trust	$ 10,753.42	$ 403.47		$ 11,156.89
Martha Barr Library Trust Fund	$ 2,756.64	$ 103.43		$ 2,860.07
Myra S. Greenwood Library Trust Fund	$ 63,839.35	$ 2,395.25		$ 66,234.60
Roger S. Corliss Fund	$ 6,990.12	$ 262.27		$ 7,252.39
William Carter Fund	$ 34,346.68	$ 1,280.91	$ 766.14	$ 34,861.45
William H. Wye Library Fund	$ 1,447.87	$ 54.32		$ 1,502.19
Subtotal Library	$ 731,772.66	$ 102,838.00	$ 60,853.02	$ 773,757.64
Community Revitalization Maintenance 10% Trust	$ 349.23	$ 7,553.41	$ 4,950.00	$ 2,952.64
Community Revitalization Trust	$ 9,893.03	$ 5,566.46	$ 12,463.65	$ 2,995.84
Council on Aging Permanent Donation	$ 151,858.16	$ 10,277.59		$ 162,135.75
Domestic Violence Trust	$ 227,166.10	$ 8,523.26	$ 5,500.00	$ 230,189.36
Esther Lyford Trust	$ 9,018.01	$ 338.36		$ 9,356.37
Green Field Improvement Association Fund	$ 4,954.43	$ 185.87		$ 5,140.30
John B. Tolman Trust (Library/Temperance Organization)	$ 135,842.95	$ 5,042.61	$ 6,219.35	$ 134,666.21
Mary Virginia E. Hill (Animal Welfare) Fund	$ 11,875.11	$ 445.57		$ 12,320.68
Needham Cemetery Grand Army Lot Perpetual Care Fund	$ 11,122.43	$ 417.31		$ 11,539.74
Needham Military Band Inc. 2011 Fund	$ 16,067.69	$ 5,982.31	$ 22,050.00	$ -

Town of Needham
Trust Funds
Year Ended June 30, 2012

Fund	1-Jul-11	Receipts	Disbursements & Adjustments	30-Jun-12
Park & Recreation (Park Beautification) Fund	$ 6,441.40	$ 424.10		$ 6,865.50
Rebecca Perry Park Trust Fund	$ 26,414.86	$ 1,064.20	$ 2,166.80	$ 25,312.26
Robert & Marcia Carleton Memorial Trust Fund	$ 84,612.38	$ 3,174.65		$ 87,787.03
Robert & Marcia Carleton Pavilion Fund	$ 26,014.74	$ 976.07		$ 26,990.81
Skate Park Trust Fund	$ 1,284.84	$ 79.42		$ 1,364.26
				$ -
Subtotal Other Funds	$ 722,915.36	$ 50,051.19	$ 53,349.80	$ 719,616.75
income not yet distributed		$ 2,097.47		$ 2,097.47
TOTAL	$ 3,419,231.85	$ 1,238,644.24	$ 128,836.09	$ 4,529,040.00

State Tax Form 31C

THE COMMONWEALTH OF MASSACHUSETTS
DEPARTMENT OF REVENUE
TAX RATE RECAPITULATION

FISCAL 2012

OF

NEEDHAM

City / Town / District

I. TAX RATE SUMMARY

Ia. Total amount to be raised (from IIe) $ 136,706,9

Ib. Total estimated receipts and other revenue sources (from IIIe) 40,460,5

Ic. Tax levy (Ia minus Ib) $ 96,246,4

Id. Distribution of Tax Rates and levies

CLASS	(b) Levy percentage (from LA - 5)	(c) IC above times each percent in col (b)	(d) Valuation by class (from LA - 5)	(e) Tax Rates (c) / (d) x 1000	(f) Levy by class (d) x (e) / 1000
Residential	77.8212%	74,900,143.16	6,840,404,198	10.95	74,902,42
Net of Exempt					
Open Space	0.0000%	0.00	0		
Commercial	15.8809%	15,284,802.64	710,846,482	21.50	15,283,19
Net of Exempt					
Industrial	2.7087%	2,607,027.62	121,241,400	21.50	2,606,69
SUBTOTAL	96.4108%		7,672,492,080		92,792,31
Personal	3.5892%	3,454,477.62	160,657,470	21.50	3,454,13
TOTAL	100.0000%		7,833,149,550		96,246,45

MUST EQUA

Board of Assessors of NEEDHAM

City / Town / District

NOTE : The information was Approved on 12/22/2011.

Hoyt B. Davis, Director, Needham, 781-455-7507 — Assessor

12/20/2011 9:02 AM — Date

I am signing on behalf of the Needham Board o... — (Comments)

Do Not Write Below This Line --- For Department of Revenue Use Only

Reviewed By Andrew Nelson

Date : 22-DEC-11

Approved : Dennis Mountain

Director of Accounts

Gerard D. Perry

(Gerard D. Perry)

Print Date : 12/22/2011 7:06 am

Pag

NEEDHAM

City / Town / District

ounts to be raised

Appropriations (col.(b) through col.(e) from page 4)		$ 133,196,505.57
Other amounts to be raised		
1. Amounts certified for tax title purposes	12,500.00	
2. Debt and interest charges not included on page 4	0.00	
3. Final court judgements	0.00	
4. Total overlay deficits of prior years	0.00	
5. Total cherry sheet offsets (see cherry sheet 1-ER)	62,013.00	
6. Revenue deficits	0.00	
7. Offset receipts deficits Ch. 44, Sec. 53E	0.00	
8. Authorized Deferral of Teachers' Pay	0.00	
9. Snow and ice deficit Ch. 44, Sec. 31D	0.00	
10. Other (specify on separate letter)	102,271.00	
TOTAL IIb (Total lines 1 thorugh 10)		176,784.00
State and county cherry sheet charges (C.S. 1-EC)		1,198,244.00
Allowance for abatements and exemptions (overlay)		2,135,466.04
Total amount to be raised (Total IIa through IId)		$ 136,706,999.61

mated receipts and other revenue sources

Estimated receipts - State		
1. Cherry sheet estimated receipts (C.S. 1-ER Total)	$ 8,578,273.00	
2. Massachusetts school building authority payments	745,381.00	
TOTAL IIIa		9,323,654.00
Estimated receipts - Local		
1. Local receipts not allocated (page 3, col(b), Line 23)	7,585,147.00	
2. Offset Receipts (Schedule A-1)	0.00	
3. Enterprise Funds (Schedule A-2)	17,203,265.57	
4. Community Preservation Funds (See Schedule A-4)	2,179,771.00	
TOTAL IIIb		26,968,183.57
Revenue sources appropriated for particular purposes		
1. Free cash (page 4, col.(c))	0.00	
2. Other available funds (page 4, col.(d))	788,442.00	
TOTAL IIIc		788,442.00
Other revenue sources appropriated specifically to reduce the tax rate		
1a. Free cash..appropriated on or before June 30, 2011	3,380,269.00	
b. Free cash..appropriated on or after July 1, 2011	0.00	
2. Municipal light source	0.00	
3. Teachers' pay deferral	0.00	
4. Other source :	0.00	
TOTAL IIId		3,380,269.00
Total estimated receipts and other revenue sources (Total IIIa through IIId)		$ 40,460,548.57

mary of total amount to be raised and total receipts from all sources

a. Total amount to be raised (from IIe)		$ 136,706,999.61
b. Total estimated receipts and other revenue sources (from IIIe)	$ 40,460,548.57	
c. Total real and personal property tax levy (from Ic)	$ 96,246,451.04	
d. Total receipts from all sources (total IVb plus IVc)		$ 136,706,999.61

LOCAL RECEIPTS NOT ALLOCATED *

TAX RATE RECAPITULATION

NEEDHAM

City/Town/District

			(a) Actual Receipts Fiscal 2011	(b) Estimated Receipts Fiscal 2012
==>	1	MOTOR VEHICLE EXCISE	4,256,790.26	3,500,000.0
==>	2	OTHER EXCISE	802,840.08	645,000.0
==>	3	PENALTIES AND INTEREST ON TAXES AND EXCISES	336,772.93	265,000.0
==>	4	PAYMENTS IN LIEU OF TAXES	47,109.00	45,000.0
	5	CHARGES FOR SERVICES - WATER	0.00	0.0
	6	CHARGES FOR SERVICES - SEWER	0.00	0.0
	7	CHARGES FOR SERVICES - HOSPITAL	0.00	0.0
	8	CHARGES FOR SERVICES - TRASH DISPOSAL	0.00	0.0
	9	OTHER CHARGES FOR SERVICES	901,013.23	720,000.0
	10	FEES	104,777.94	75,000.0
	11	RENTALS	176,477.81	140,000.0
	12	DEPARTMENTAL REVENUE - SCHOOLS	0.00	0.0
	13	DEPARTMENTAL REVENUE - LIBRARIES	57,901.29	55,000.0
	14	DEPARTMENTAL REVENUE - CEMETERIES	0.00	0.0
	15	DEPARTMENTAL REVENUE - RECREATION	274,829.50	250,000.0
	16	OTHER DEPARTMENTAL REVENUE	371,290.99	320,000.0
	17	LICENSES AND PERMITS	1,441,264.20	800,000.0
	18	SPECIAL ASSESSMENTS	1,594.23	0.0
==>	19	FINES AND FORFEITS	201,390.50	165,000.0
==>	20	INVESTMENT INCOME	222,980.60	150,000.0
==>	21	MISCELLANEOUS RECURRING (PLEASE SPECIFY)	228,690.18	106,000.0
	22	MISCELLANEOUS NON-RECURRING (PLEASE SPECIFY)	442,104.28	349,147.0
	23	**TOTALS**	$ **9,867,827.02**	$ **7,585,147.0**

I hereby certify that the actual receipts as shown in column (a) are, to the best of my knowledge correct and complete, and I further certify that I have examined the entries made on page 4 of the Fiscal 2012 tax rate recapitulation form by the City, Town or District Clerk and hereby acknowledge that such entries correctly reflect the appropriations made and the sources from which such appropriations are to be met.

Michelle T. Vaillancourt, Town Accountant, Needham, 781-455-7500 — 12/20/2011 10:56 AM

Accounting Officer — Date

* Do not include receipts in columns (a) or (b) that were voted by the City / Town / District Council or Town Meeting as offset receipts on Schedule A-1, enterprise funds on Schedule A-2, or revolving funds on Schedule A-3. Written documentation should be submitted to support increases / decreases of estimated receipts to actual receipts.

==> Written documentation should be submitted to support increases/ decreases of FY 2011 estimated receipts to FY2012 estimated

CERTIFICATION OF APPROPRIATIONS AND SOURCES OF FUNDING

TAX RATE RECAPITULATION **FISCAL 2012**

NEEDHAM

City / Town / District

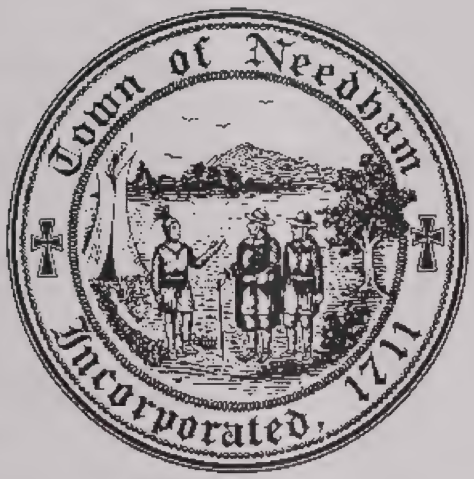
APPROPRIATIONS							AUTHORIZATIONS MEMO ONLY	
/ n ncil or n ting es	FY*	(a) Total Appropriations of Each Meeting	(b) ** From Raise and Appropriate	(c) From Free Cash See B-1	(d) From Other Available Funds See B-2	(e) From Offset Receipts (See A-1), Enterprise Funds (See A-2), or Community Preservation Fund (See A-4)	(f) *** Revolving Funds (See A-3)	(g) Borrowing Authorization
3/2011	2011	0.00	0.00	0.00	0.00	0.00	0.00	758,000.00
2/2011	2012	11,963,949.00	180,051.00	0.00	0.00	11,783,898.00	1,087,500.00	1,096,000.00
4/2011	2012	116,520,239.00	111,357,771.00	0.00	585,554.00	4,576,914.00	0.00	0.00
9/2011	2012	1,777,500.00	0.00	0.00	0.00	1,777,500.00	0.00	0.00
9/2011	2011	730,000.00	0.00	0.00	130,000.00	600,000.00	0.00	0.00
9/2011	2009	248.00	0.00	0.00	248.00	0.00	0.00	0.00
1/2011	2012	1,713,859.00	1,703,859.00	0.00	10,000.00	0.00	0.00	1,083,000.00
7/2011	2012	490,710.57	451,049.00	0.00	62,640.00	-22,978.43	0.00	14,351,808.00
Totals		133,196,505.57	113,692,730.00	0.00	788,442.00	18,715,333.57		
		Must Equal Cols. (b) thru (e)						

reby certify that the appropriations correctly reflect the votes taken by City / Town / District Council.

HAM	Theodora K. Eaton, Town Clerk, Needham, 781-455-7510	12/20/2011 12:36 PM
own/District	Clerk	Date

SPECIAL TOWN MEETING

WARRANT



TOWN OF NEEDHAM

MONDAY, NOVEMBER 7, 2011

7:30 P. M.

NEEDHAM TOWN HALL

HIGHLAND AVENUE **NEEDHAM**

Additional Information on particular warrant articles will be made available from time to time at www.needhamma.gov/townmeeting during the weeks leading up to the Special Town Meeting.

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November 7, 2011 Special Town Meeting Warrant
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COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the Constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in elections and in Town affairs to meet at the Town Hall:

MONDAY, THE SEVENTH OF NOVEMBER, 2011

At seven-thirty in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: ABANDON EATON SQUARE RIGHT OF WAY

To see if the Town will vote to abandon and/or discontinue the following streets or portion thereof, previously constructed and as laid out by the Board of Selectmen according to plans on file with the Town Clerk, including the abandonment, discontinuance, taking or acceptance of easements as shown on said plan: Eaton Square from Great Plain Avenue to Garden Street; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article Information: The Needham Bank is proposing to design and construct a building addition, public plaza, and new public/private parking lot by combining the Eaton Square parking lot with adjacent private properties. The project will result in an increase in the number of available public parking spaces in the area. In order for the properties to be combined, the layout of Eaton Square has to be abandoned and/or discontinued to allow for the new parking lot, public plaza and building addition to be constructed. The request will establish new property lines to redefine property ownerships. This transaction will eliminate the layout of Eaton Square on file with the Town and Registry of Deeds.

ARTICLE 2: LAYOUT OF RESERVOIR STREET

To see if the Town will vote to accept the following streets or portion thereof, previously constructed and as laid out by the Board of Selectmen according to plans on file with the Town Clerk, including the taking or acceptance of easements as shown on said plan: a Portion of Reservoir Street; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article Information: The design of the new Reservoir B Sewage Pumping Station requires a modification to the layout of Reservoir Street in order for the Station to be constructed outside of the 100-year flood plain associated with the Charles River. The request will establish a new property line that will follow the front wall of the new pumping station. This transaction will amend the layout of Reservoir Street on file with the Town and Registry of Deeds, but will have no impact on the road structure itself.

ARTICLE 3: **AMEND ZONING BY-LAW/APARTMENT-2 ZONING DISTRICT**

To see if the Town will vote to amend the Needham Zoning By-Law, Section 4.3, Dimensional Regulations for Apartment Districts, as follows:

To add a third and fourth sentence to footnote* in Section 4.3.1 Table of Regulations (applicable to Apartment Districts) that states: "Provided further, however, in the Apartment-2 Zoning District, there shall be a maximum of 4 stories, a maximum height of 50 feet, and four (4) floors may be used for human occupancy, if (i) the structure or portion of the structure that is four stories and permitted to be used for human occupancy is utilized as a convalescent or nursing home and uses that are supportive and/or accessory to such convalescent or nursing home, and (ii) the height of the structure that exceeds 40 feet is utilized as a convalescent or nursing home and supportive and/or accessory uses thereto provided further that the maximum square footage of the structure or structures benefitting from the provisions of this section shall be limited to 110,000 square feet. If a structure contains two or more uses, then only that portion of the structure that is utilized as a convalescent or nursing home, and supportive and/or accessory uses thereto, can reach a maximum height of 50 feet."

or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Apartment-2 Zoning District is comprised entirely of the North Hill Continuing Care Retirement Community, which is in the process of modernizing and expanding its facility. One of the components of that effort is the replacement of its existing 72-bed nursing home with a new 72-bed nursing home. The existing nursing home is comprised mainly of double-occupancy rooms. Since it was designed in the early 1980s, it has more of an institutional look than what North Hill would like to provide for its residents. The new nursing home will have single rooms and will be divided into smaller "communities" of approximately ten residents each to create a more residential environment. In order to accomplish this goal, the nursing home will be divided into two wings. Due in part to the topography of the site and the fact that approximately half of the site is subject to a conservation restriction that prohibits the construction of any new building, one of the "wings" of the new nursing home needs to be four stories in height. All four stories would be occupied by residents. The roof of the building would remain at the same elevation as it would as if it were a three-story building; the fourth story is created by essentially excavating much of the lowest level of the building. Were it not to be excavated, the lowest level would be described as a "walk-out basement", if it were in a residential context.

In the Apartment-2 Zoning District, two zoning changes are required to accomplish the desired result. The present limitation on the number of occupied stories in the Apartment-2 Zoning District is three. The amendment would permit an increase in the number of occupied stories from three to four. In addition, the maximum height allowed in the Apartment-2 Zoning District is 40 feet. Due to the creation of the fourth story, the average height of the proposed nursing home would be slightly less than 50 feet, which is why the second zoning request is an increase in the maximum height of a structure from 40 feet to 50 feet.

In an effort to limit any potential impacts in the zoning district, the proposed amendment has been written narrowly so that the increase in the number of occupied stories and the increase in height shall only be applicable to structures or portions of structures that are to be utilized as convalescent or nursing homes (and supportive and/or accessory uses) and provided further that the maximum square footage of the structure or structures benefitting from the provision is limited to 110,000 square feet. In that way, it is

made clear that any expansion will not be applicable to the apartments that make up the bulk of the North Hill Continuing Care Retirement Community.

ARTICLE 4: AMEND ZONING BY-LAW/ DIMENSIONAL REGULATIONS FOR NEW ENGLAND BUSINESS CENTER

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1. In Section 4.8 Dimensional Regulations for New England Business Center

Amend 4.8 Table

By changing Front Setback from 20 feet to 15 feet.

By changing Maximum Lot Coverage from 50% to 65%

By changing Floor Area Ratio from 0.40 to 1.00

By changing Maximum Height from 68 feet to 72 feet

Amend Footnote (1)

By changing the first sentence to read: "If the Planning Board determines that the proposed structure is properly accessible to fire fighting equipment, it may allow by special permit a maximum height of up to 84 feet."

By changing the third sentence to read: "In no instance shall any building exceed 41 feet in height unless it is more than 350 feet from a General Residence or Single Residence B zoning district boundary." [Adds the words "or Single Residence B"]

Amend Footnote (2)

By changing first sentence to read: "Maximum lot coverage shall be 65% for all projects." [65% replaces 50%]

By changing second sentence to read: "However, if a project is designed such that at least 65% of the required landscaped area immediately abuts at least 65% of the required landscaped area of an adjoining project for a distance of at least 50 feet the maximum lot coverage may be increased to 75%." [75% replaces 60%]

Amend Footnote (4)

By changing the sentence to read: "A 25-foot front yard setback must be maintained for structured parking." [25-foot replaces 30-foot.]

Amend Footnote (6)

By changing first sentence to read: "A floor area ratio of up to 1.75 may be allowed by a special permit from the Planning Board." [1.75 replaces 1.1]

By changing third sentence to read: "Further, the Planning Board may allow a floor area ratio of up to 2.0, by special permit, where the applicant demonstrates, to the Board's satisfaction, that the proposed use will not generate peak hour trips in excess of 0.6 trips per 1,000 square feet of total development area." [2.0 replaces 1.5]

2. In Section 4.8.1 Supplemental Dimensional Regulations for New England Business Center

Amend subsection (4)

By adding the following sentence at the end of this subsection 4: "Notwithstanding the preceding sentence, open space shall include pervious surfaces used for ways, access streets, parking areas, driveways, aisles, walkways, or other constructed approaches or service areas. (Pervious surfaces shall not preclude porous pavement, porous concrete, and/or other permeable pavers.)"

3. In Section 4.8.2 Floor Area Ratio, Incentives

Amend Section 4.8.2

By changing the first sentence to read: "In the New England Business Center District the maximum floor to area ratio (FAR) permitted by right shall be 1.00." [1.00 replaces 0.4.]

4. Add New Section 4.8.3

The Planning Board may, by special permit, waive any or all dimensional requirements set forth above in this Section 4.8 (including sections 4.8.1 and 4.8.2), by relaxing each by up to a maximum percentage of 25% if it finds that, given the particular location and/or configuration of a project in relation to the surrounding neighborhood, such waivers are consistent with the public good, that to grant such waiver(s) does not substantially derogate from the intent and purposes of the By-Law or the Goals of the District Plan cited in Section 6.8.1(b) of these Zoning By-Laws, and that such waivers are consistent with the requirements of Section 6.8. This section does not authorize the Planning Board to waive the maximum height regulations. (By way of example, the 15' front yard setback could be waived to 11.25'; the 65% lot coverage could be waived to 81.25%; or the 40,000 sq. ft. minimum lot area could be waived to 30,000 sq. ft.)

[The words in brackets are not part of the change but are an explanation of the change.]

Or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: Pursuant to the appropriation of funds for a planning study at the 2010 Annual Town Meeting, the Council of Economic Advisors ("CEA"), a committee established by the Board of Selectmen to evaluate Town-wide economic conditions and make recommendations to promote and encourage new and existing businesses, and the Planning Board, sought the services of an interdisciplinary team lead by a qualified planning, economic development, urban design and traffic firm to undertake a follow-up study of the New England Business Center ("NEBC") to that originally completed by Goody, Clancy & Associates in 2001. The purpose of the study was to explore recurrent issues raised by local businesses, developers, real estate brokers and tenants during symposia sponsored

by the CEA in regards to expanding the type and mix of allowable uses, including medical uses; expanding the allowable amount of restaurant, retail and other consumer service uses on the first floor of multi-story buildings; analyzing which dimensional controls were restraining development; and assessing the traffic and other impacts of proposed changes. In May 2011, Town Meeting adopted zoning change recommendations expanding allowed uses, including and clarifying allowed medical uses, and expanding the allowed mix of retail, restaurant and consumer services on the first floor of multi-story buildings. Because the study was not finalized by that Town Meeting, the dimensional changes were withdrawn and promised for consideration in the near future. Based on the fiscal, traffic, and dimensional analysis and information provided by the study, the CEA confirmed that certain dimensional requirements, including front setback, maximum lot coverage, height, floor area ratio, and minimum open space, were constraining development and that the lack of flexibility in the existing zoning was compounding those constraints. The dimensional changes proposed are recommended by the study consultants and by the CEA. Information regarding specific changes is as follows.

The amendments to the Section 4.8 Table would change in the NEBC the front setback to 15 feet (from 20 feet), the maximum lot coverage to 65% (from 50%), the floor area ratio to 1.0 (from 0.4), and the as of right height to 72 feet (from 68 feet). Under the amendment, the sole issue for increasing the height up to a maximum of 84 feet would be the Planning Board's determination that the proposed structure is properly accessible to fire fighting equipment. The existing limitation on height within 350 feet of a river or lake (54 feet) would remain unchanged. The 41 feet height limitation within 350 feet of the General Residence district boundary would also be unchanged, but the sentence is proposed to be modified so as to impose that limitation within 350 feet of the Single Residence B district boundary as well.

The adjoining lot landscaping provision, which provides a bonus for combined open space, would be changed from the existing 60% to 75%, so that if a project is designed so that at least 65% of the required landscaped area immediately abuts at least 65% of the required landscaping of an adjoining project for at least a distance of 50 feet, the maximum lot coverage can be increased to 75%.

The amendments also propose to decrease the front setback for structured parking to 25 feet (from the existing 30 feet). They also increase the floor area ratio by special permit to 1.75 (from 1.1) and the floor area ratio for low traffic generating uses to 2.0 (from 1.5). Open space would also be defined to include pervious surfaces used for walkways, access streets, parking areas, ways, driveways, aisles, or other constructed approaches or service areas.

Because the CEA and study consultants have concluded that the future development of the NEBC depends on Needham's ability to be responsive to the requirements of new or proposed uses, they have recommended a new section 4.8.3. Successful office parks, such as those located in Waltham and Burlington, have flourished due to the flexibility of their zoning provisions. This amendment would impart greater flexibility into the Zoning By-Law by allowing the Planning Board to relax dimensional requirements up to a maximum of 25%, except height, by special permit, after making specific findings as to the propriety of the waivers for a particular project and location.

ARTICLE 5: FUND COLLECTIVE BARGAINING AGREEMENT – NEEDHAM INDEPENDENT TOWN WORKERS ASSOCIATION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Independent Town Workers Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2012; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted
PERSONNEL BOARD RECOMMENDS THAT: Article be Adopted

Article Information: *The Town and the Independent Town Workers Association have reached agreement on contract provisions that would require the conversion of all members of the bargaining unit to so called Rate Saver health insurance plans effective January 1, 2012 with a corresponding increase in wages of 1%, a one time payment of $500 in fiscal year 2012, a change in the employer match to employees' personal retirement savings plans, a 2% increase in base wages in fiscal year 2013, and a 2.5% increase in base wages in fiscal year 2014.*

ARTICLE 6: FUND COLLECTIVE BARGAINING AGREEMENT – POLICE SUPERIOR OFFICERS ASSOCIATION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Superior Officers Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2012; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting
PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article Information: *At the time of the printing of the warrant, the parties had not reached agreement on this contract.*

ARTICLE 7: APPROPRIATE TO WORKERS COMPENSATION FUND

To see if the Town will vote to raise and/or transfer and appropriate the sum of $344,288 to the Workers Compensation Reserve Fund, said sum to be raised from the Tax Levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: *As noted at the 2011 Annual Town Meeting, the Town has a plan to replenish the Workers Compensation Fund, which is the Town's reserve fund for paying workers compensation claims of a prior year and for lump sum settlements for both School and General Government employees. The target balance of the fund is $800,000. This past spring, the Town was notified that it will be receiving a payment of $32,969 from Walgreens. This payment is the result of a settlement between Walgreens and the Office of the Attorney General after an investigation revealed that the company was overcharging public entities for prescription drugs under the workers compensation system. In addition, the Town has been notified of a one-time reimbursement for Medicare Part D premiums for fiscal year 2007 in the amount of $311,319. The September 30, 2011 balance in the Workers Compensation Fund is $395,721.*

ARTICLE 8: ADOPTION OF STRETCH ENERGY CODE

To see if the Town will vote to amend its General By-Laws by adding thereto Section 3.10 entitled "Stretch Energy Code" for the purpose of regulating the design and construction of buildings for the effective use of energy, pursuant to Appendix 115.AA of the Massachusetts Building Code, 780 CMR, the "Stretch Energy Code", including amendments or modifications thereto, as set forth below; or take any action relative thereto.

Section 3.10 **STRETCH ENERGY CODE**

3.10.1 Definitions

International Energy Conservation Code (IECC) The International Energy Conservation Code (IECC) is a building energy code created by the International Code Council. It is a model code adopted by many state and municipal governments in the United States for the establishment of minimum design and construction requirements for energy efficiency, and is updated on a three year cycle. Since July 1, 2010, the baseline energy conservation requirements of the MA State Building Code defaulted to the latest published edition, currently the IECC 2009, with Massachusetts amendments as approved by the Board of Building Regulations and Standards.

Stretch Energy Code Codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA of the 8th edition Massachusetts building code, the Stretch Energy Code is an appendix to the Massachusetts building code, based on further amendments to the International Energy Conservation Code (IECC) to improve the energy efficiency of buildings built to this code.

3.10.2 Purpose The purpose of 780 CMR 115.AA is to provide a more energy efficient alternative to the base energy code applicable to the relevant sections of the building code for both new construction and existing buildings.

3.10.3 Applicability This code applies to residential and commercial buildings. Buildings not included in this scope shall comply with 780 CMR 13, 34, 51, as applicable.

3.10.4 Authority A municipality seeking to ensure that construction within its boundaries is designed and built above the energy efficiency requirements of 780 CMR may mandate adherence to this appendix. 780 CMR 115.AA may be adopted or rescinded by any municipality in the Commonwealth in the manner prescribed by law.

3.10.5 Stretch Code The Stretch Code, as codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA, including any future editions, amendments or modifications, is herein incorporated by reference into this Section.

3.10.6 Enforcement The Stretch Code shall be enforced by the Building Inspector.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article Information: The "Stretch Code" is an appendix to the Massachusetts building energy code (Base Code) that enhances the energy efficiency of the Base Code. It can only be adopted through a local option vote of Town Meeting. The Stretch Code applies to new residential, municipal and commercial buildings, as well as to residential additions and to certain renovations. In new buildings, it achieves

efficiency by moving to a performance-based code, where developers design buildings so as to reduce energy use by a given percentage below Base Code, rather than being required to install specific efficiency measures. For additions and renovations the owner and/or developer can choose between the performance-based approach and a prescriptive approach with specific requirements. If approved by Town Meeting, the amended code would take effect January 1st, but would run concurrently with the Base Code until July 1st, when the amended code would become the requirement. Homeowners and developers could choose which code they want to use during the concurrent period.

ARTICLE 9: AMEND THE FY 2012 OPERATING BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2012 Operating Budget adopted under Article 25 of the May 2011 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From:	Changing To:
3	Health Insurance	$ 9,601,203	$ 9,519,724
6	Debt Service	$10,843,572	$10,883,020
10	Reserve Fund	$ 1,059,763	To be determined
22A	Building Inspector Salary and Wages	$ 452,113	$ 440,113
22B	Building Inspector Expenses	$ 16,095	$ 28,095
24	Needham Public Schools	$48,436,371	$48,501,371
25A	Public Works Salary and Wages	$ 3,025,205	$ 3,041,684

And that $39,448 is appropriated from premiums reserved for debt exclusion offsets; or take any other action relative thereto.

INSERTED BY: Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article Information: The proposed reduction to the Health Insurance line is to transfer funds to the Needham Public Schools and the Public Works Salary and Wages lines to fund the Collective Bargaining Agreements reached with employee bargaining groups in those two departments. The employees in those groups are converting to the lower premium, higher out-of-pocket health insurance plans. The contract with the NIPEA group (DPW Employees) was approved at the 2011 Annual Town Meeting. The School Committee reached agreements with the employee bargaining groups, Units B, C, D, and E earlier in the year. The increase to the Debt Service budget is to reflect the premiums the Town received on excluded debt as a funding source and the repayment of that amount. The reduction to the Building Inspector Salary and Wage is to transfer the funds to the Building Inspector Expenses line. The Town has changed the manner in which the weights and measures work is accomplished from an in-house part-time employee to a service agreement with the Commonwealth of Massachusetts. The required inspections are done by employees from the office of the Division of Standards which sends out field inspectors to certify that weights and measurements for commercial products are accurate and meet the regulatory standards. The Town anticipates that the State will be making a one-time payment (approximately $100,000) to the Town within the next couple of weeks so a placeholder for the Reserve Fund line is included so that the budget line can be amended to reflect the actual amount received.

ARTICLE 10: AMEND THE FY 2012 RTS ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2012 RTS Enterprise Fund Budget adopted under Article 26 the May 2011 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From:	Changing To:
101A	Personnel	$639,479	$643,582

or take any other action relative thereto.

INSERTED BY: Board of Selectmen/Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The proposed amendment to the personnel line item is to implement the provisions of the collective bargaining agreement (approved at the 2011 Annual Town Meeting), which provided a 1% increase in wages at the time of conversion to the lower premium, higher out-of-pocket cost health insurance plans.

ARTICLE 11: AMEND THE FY 2012 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2012 Sewer Enterprise Fund Budget adopted under Article 27 the May 2011 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From:	Changing To:
201A	Personnel	$881,180	$886,973
201D	MWRA Assessment	$5,337,491	$5,291,080

or take any other action relative thereto.

INSERTED BY: Board of Selectmen/Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The proposed amendment to the personnel line item is to implement the provisions of the collective bargaining agreement (approved at the 2011 Annual Town Meeting), which provided a 1% increase in wages at the time of conversion to the lower premium, higher out-of-pocket cost health insurance plans. In addition, the final assessment voted by the Massachusetts Water Resources Authority was slightly lower than the preliminary estimate that was available at the time of the Annual Town Meeting.

ARTICLE 12: AMEND THE FY 2012 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2012 Water Enterprise Fund Budget adopted under Article 28 the May 2011 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From:	Changing To:
301A	Personnel	$1,016,863	$1,023,091
301D	MWRA Assessment	$605,448	$610,028

or take any other action relative thereto.

INSERTED BY: Board of Selectmen/Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The proposed amendment to the personnel line item is to implement the provisions of the collective bargaining agreement (approved at the 2011 Annual Town Meeting), which provided a 1% increase in wages at the time of conversion to the lower premium, higher out-of-pocket cost health insurance plans. In addition, the final assessment voted by the Massachusetts Water Resources Authority was slightly higher than the preliminary estimate that was available at the time of the Annual Town Meeting.

ARTICLE 13: APPROPRIATE FOR PAYMENT OF UNPAID BILLS OF PRIOR YEARS

To see if the Town will vote to raise and appropriate $2,728.57 for the payment of unpaid bills of previous years, incurred by the departments, boards and officers of the Town of Needham, as follows:

Department	Vendor	Description	Fiscal Year	$ Amount
Water Enterprise	Ricca Chemical Company	Drinking Water Chemicals	2011	$ 461.22
Water Enterprise	Ricca Chemical Company	Drinking Water Chemicals	2011	$ 111.57
RTS Enterprise	E.L. Harvey & Sons	Trucking Service Rental	2011	$2,155.78

and to meet this appropriation that $2,155.78 be raised from RTS receipts and that $572.79 be raised from Water receipts; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: State law requires Town Meeting action in order for the Town to make payment for bills received after the close of the fiscal year.

ARTICLE 14: APPROPRIATE FOR NEW SENIOR CENTER

To see if the Town will vote to raise and/or transfer and appropriate the sum of $8,075,000 for construction of a Senior Center, said sum to be to be spent under the direction of the Town Manager/Permanent Public Building Committee, and to meet this appropriation, that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under Chapter 44 of the General Laws or any other enabling authority, and further that $23,192 be transferred from Article 33 of the May

1993 Annual Town Meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This Article seeks to appropriate monies to construct a new building to house the Town's Senior Center and Council on Aging. A Senior Center is the focal point for aging service issues in a community and serves residents of all ages in responding to these issues. The Center is the gateway to information and services that support and enable this multigenerational group (ages ranging from 60 to over 100) to maintain health, independence and optimal level of functioning in many aspects of life. This new building will also house the staff of the Council on Aging and its many active volunteers, all of whom contribute to the fulfillment of that department's mission and goals. The existing Senior Center and Council on Aging is located in a basement that has environmental issues as well as inadequate parking, programming and office/counseling space to support its core missions. From 2008 – 2010, a Senior Center Study Committee held numerous public meetings, conducted research and made recommendations on these matters, and the Town has spent $121,016 to conduct Feasibility Studies on five potential building sites. In accordance with the appropriation of $500,000 by the November 8, 2010 Special Town Meeting, a design has been completed for a new Senior Center at the Needham Heights MBTA commuter parking lot location. Town Meeting also approved a transfer of land between the Town and the MBTA that will enable the Town to construct the Center at this site. The requested funding will allow for the construction of the approximately 20,000 square-foot Senior Center building to begin in the winter of 2012. Construction is estimated to be completed in 18 months.

ARTICLE 15: APPROPRIATE FOR SEWER PUMP STATION/RESERVOIR B

To see if the Town will vote to raise, and/or transfer and appropriate a sum for renovations and improvements to the Reservoir B sewer pump station, including without limitation all costs thereof as defined in Section 1 of G.L. c.29C; to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under G.L. c.44, §7, G.L. c.29C or any other enabling authority; that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Pollution Abatement Trust (MWPAT) established pursuant to G.L. c.29C and/or the Massachusetts Water Resources Authority (MWRA) and in connection therewith, to enter into a loan agreement and/or security agreement with the MWPAT and/or a loan agreement and financial assistance agreement with the MWRA with respect to such loan; that the Town Manager is authorized to contract with the MWPAT, the MWRA and the Department of Environmental Protection with respect to such loan and for any federal, state or other aid available for the project or for the financing thereof; that the Town Manager is authorized to enter into a project regulatory agreement with the Department of Environmental Protection; and that the Town Manager is authorized to expend all funds available to the project, or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article Information: As part of the Wastewater System Master Plan, the Reservoir B Sewage Pumping Station was evaluated to determine its current physical condition, capacity vs. current and future flow projections, and compliance with current codes and standards of operation. The Reservoir Street "B" Sewage Pumping Station is the second oldest station in the system. Its back-up auxiliary engine has failed, and its pumps have been replaced with refurbished pumps until the station can be replaced. The

station suffered a catastrophic failure almost a year before the refurbished pumps were installed and portable pumps had to be brought in to pump the sewage until the station could be temporarily repaired. The zoning changes instituted over the past decade to spur growth in the Needham Business Center will result in a significant increase in sewage flow to the station; however, the station must be replaced in order for the development of the business center to occur.

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 27th day of September, 2011.

Maurice P. Handel, Chairman
Gerald A. Wasserman, Vice Chairman
Daniel P. Matthews, Clerk
John A. Bulian
James G. Healy

A TRUE COPY
Attest:
Constable:

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Town Clerk's Office
Needham, MA 02492

First Class Mail
U.S. Postage Paid
Needham, MA
Permit No. 58224

ATTN: SPECIAL TOWN MEETING WARRANT

WARRANT FOR THE
PRESIDENTIAL PRIMARY
The Commonwealth of Massachusetts

TUESDAY, MARCH 6, 2012

Norfolk, ss.

To either of the Constables of the Town of Needham

GREETING:

In the name of the Commonwealth you are hereby required to notify and warn the inhabitants of said town who are qualified to vote in Primaries to meet at their respective voting places in said Town, namely:

PRECINCT A – Hillside School - Gymnasium
PRECINCT B – Hillside School - Gymnasium
PRECINCT C – High Rock School – Art Room 239
PRECINCT D – High Rock School – Art Room 239
PRECINCT E – Pollard Middle School – Room 226
PRECINCT F – Stephen Palmer Community Room
PRECINCT G – Broadmeadow School - Gymnasium
PRECINCT H – Broadmeadow School - Gymnasium
PRECINCT I – Wm. Mitchell School – Gymnasium
PRECINCT J – Wm. Mitchell School - Gymnasium

ON TUESDAY, THE SIXTH DAY OF MARCH, 2012

From 7:00 A.M. to 8:00 P.M. for the following purposes:

To cast their votes in the State Primary for the candidates of Political Parties for the following offices:

PRESIDENTIAL PRERENCE ..... **For this Commonwealth**
STATE COMMITTEE MAN ..... **For Norfolk and Suffolk Senatorial District (Precincts A, B, C, I, and J)**
STATE COMMITTEE MAN ..... **For Norfolk, Bristol and Middlesex Senatorial District (Precincts D, E, F, G, and H)**
STATE COMMITTEE WOMAN ..... **For Norfolk and Suffolk Senatorial District (Precincts A, B, C, I, and J)**
STATE COMMITTEE WOMAN ..... **For Norfolk, Bristol and Middlesex Senatorial District (Precincts D, E, F, G, and H)**
DEMOCRATIC TOWN COMMITTEE (35 Members) ..... **Needham**
REPUBLICAN TOWN COMMITTEE (35 Members) ..... **Needham**
GREEN RAINBOW TOWN COMMMITTEE (10 Members) ..... **Needham**
OTHER TOWN COMMITTEE (10 Members) ..... **Needham**

The Polls Wills Be Open From 7:00 A.M. to 8:00 P.M.

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said meeting.
Given under our hands this 24th day of January, A.D. 2012.

Maurice P. Handel, ***Chairman***
Gerald A. Wasserman, ***Vice Chairman***
Daniel P. Matthews, ***Clerk***
John A. Bulian
James G. Healy
Selectmen of Needham

A true copy,
ATTEST _____ **2012**

Constable (month) (day)

WARRANT . THE ANNUAL TOWN ELECTION, TUESDAY, APRIL 10, 2012
TOWN OF NEEDHAM, COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss. To either of the constables in the Town of Needham in said County. Greetings:
In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the Inhabitants of the Town of Needham qualified to vote in elections and in Town Affairs to meet in their respective voting places in said Town namely:

Precinct A	-	Hillside School - Cafeteria	Precinct F-	Stephen Palmer Community Room
Precinct B	-	Hillside School - Cafeteria	Precinct G-	Broadmeadow School - Performance Center
Precinct C	-	High Rock School - Art Room 239	Precinct H-	Broadmeadow School - Performance Center
Precinct D	-	High Rock School – Art Room 239	Precinct I-	William Mitchell School - Gymnasium
Precinct E	-	Pollard Middle School–Inner Room	Precinct J-	William Mitchell School - Gymnasium

on TUESDAY, THE TENTH DAY OF APRIL, 2012 From 6:45 A.M. to 8:00 P.M. to cast their votes in the Annual Town Election (Article 1) for the candidates for the following Town Offices: **Article 1:** One Moderator for One Year; Two Selectmen for Three Years; One Selectman for Two Years; One Assessor for Three Years; Two Members of School Committee for Three Years; One Trustee of Memorial Park (trustee of soldiers' memorials – veteran) for Three Years; One Trustee of Memorial Park (trustee of soldiers' memorials - non-veteran) for Three Years; Two Trustees of Needham Public Library for Three Years; One Member of Board of Health for Three Years; One Member for the Planning Board for Five Years; One Commissioner of Trust Funds for Three Years; Two Members of Park & Recreation Commission for Three Years; Twenty-Four Town Meeting Members from Precinct A; Twenty-Four Town Meeting Members from Precinct B; Twenty-Four Town Meeting Members from Precinct C; Twenty-Four Town Meeting Members from Precinct D; Twenty-Four Town Meeting Members from Precinct E; Twenty-Four Town Meeting Members from Precinct F; Twenty-Four Town Meeting Members from Precinct G; Twenty-Four Town Meeting Members from Precinct H; Twenty-Four Town Meeting Members from Precinct I; Twenty-Four Town Meeting Members from Precinct J.

The Annual Town Meeting for the transaction of business shall commence on
Monday, May 7, 2012 at 7:30 P.M. at the James Hugh Powers Hall at Needham Town Hall

and you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least seven days before the time of said meeting. Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour. Given under our hands at Needham aforesaid this 14th day of February, 2012.

THE NEEDHAM BOARD OF SELECTMEN

a True Copy Attest:

TOWN OF NEEDHAM
MASSACHUSETTS 02492

BULK RATE
US POSTAL PERMIT
BOSTON, MA
Permit No. 58224

NEEDHAM RESIDENT

Annual Town Election
Tuesday, April 10, 2012
6:45 A.M. – 8:00 P.M.
Open to all registered Voters

TOWN OF NEEDHAM

MASSACHUSETTS

2012 Annual Town Meeting Warrant

ELECTION: Tuesday, April 10, 2012

Business Meeting at 7:30 P.M. on Monday, May 7, 2012

at the James Hugh Powers Hall, Needham Town Hall

Additional information on particular warrant articles will be made available from time to time at **www.needhamma.gov/townmeeting** during the weeks leading up to the Annual Town Meeting.

2012 Annual Town Meeting Warrant
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Fellow Citizens:

The Finance Committee is pleased to present its 101st Annual Report and Fiscal Year 2013 Budget. Prior to this budget season, the Town has dealt with several particularly difficult years in which we experienced decreases in state and local aid along with slowed growth in tax revenue. In the previous two budgets, the Town relied on the use of one-time funds to balance the budget in order to avoid significant cuts in services. In contrast, the Fiscal Year 2013 budget is funded almost entirely with recurring funds. Despite our more optimistic outlook, looking forward, the Finance Committee recommends that the Town continue to exercise fiscal restraint. While the FY 2013 budget is based on a conservative approach, the Committee is wary that international uncertainty could lead to higher energy costs than currently anticipated.

In preparation of the FY 2013 budget recommendation, the Finance Committee participated in the Town Manager's Departmental budget meetings in November, 2011, and conducted its own budget hearings from December 14, 2011 through February 8, 2012. Finance Committee liaisons met separately with the individual Town departments, as well as with the School Department, to review each departmental budget request in detail. Using the information gathered through this process, the Committee built a budget based on the departmental spending requests. The Finance Committee's FY2013 budget recommendation is designed to maintain the current high quality of services to the residents of Needham, and to remain sustainable in the long term.

The Finance Committee would like to express its continuing appreciation to the Town Manager and the Town Administration, as well as to the School Superintendent and the School Department, for their efforts to prioritize their needs. We are encouraged by the efforts to move away from the use of one-time funds for recurring operations. We would also like to acknowledge the hard work that the schools have undertaken to focus their budget on priorities and to manage through some very difficult times resulting from reduced state aid for school programs. State aid for schools is expected to increase in FY 2013, but not to reach historic levels. We believe that the Superintendent and School Committee will need to continue their focus on long-term sustainability, especially in the face of continuing increases in secondary enrollment and consistently rising transportation costs.

Revenue Summary

General Fund revenue projections for FY 2013 include increases for all of the principal sources of revenue: property taxes, state aid, and local receipts. Property taxes, which make up over three quarters of general fund revenue, are expected to continue to increase due to incremental increases and anticipated new growth. At the time of this writing, the estimated total General Fund Revenue for FY 2013 is $123,202,335. $117,705,784 is allocated to the operating budget, an increase of 4.7% over FY2012.

The largest source of revenue for Needham is property tax receipts. The growth in revenue assumes an increase in property tax receipts of 3.7%, or approximately $3.5 million. This increase is attributable to the allowed tax increase under Proposition 2 1/2, plus an increase in the Town's taxable base, or new growth, resulting from improvements to property, and increases in values due to improved uses, reconstruction, and new construction. While the rate of increase of new growth has been slowing in recent years, there is a potential for a higher rate of growthin the future as recent commercial zoning changes begin to take effect.

Total state aid includes Cherry Sheet aid, or estimated state aid to municipalities and school districts. Cherry Sheet aid is determined as part of the state budget process. Based on the Governor's submitted budget, state aid for Needham is currently projected to increase significantly in FY 2013. However, it is important to note that the state budget, and specifically the amount of aid for towns, is subject to change as it makes its way through the legislature. Some areas of state aid are decreasing while other areas are increasing to various degrees. Overall, Needham's total state aid for FY 2013 is projected to increase by $608,469 representing a 6.5% increase over FY2012.

Projections of local receipts are based on conservative assumptions,to protect against possible shortfalls, because local receipts track most closely with our overall economy. Nevertheless, local receipts are expected to increase modestly in FY 2013. Local receipts include such items as motor vehicle excise, permits, charges for services, fees, fines, investment income, and income from departmental activities and services. Although local receipts declined in recent years, they are estimated to increase by $123,853, or approximately 1.6%, in FY 2013 compared to the FY2012 estimate. The Town adopted a meals excise tax in FY 2010 which has offset some of the recent decline in other local receipts. However, in FY 2012, the MBTA resumed management and fee collection of its parking lots, which resulted in the loss of a revenue stream.

Free Cash occurs when revenue exceeds projections and/or expenditures are lower than appropriations from the prior year. The amount of Free Cash from FY 2011 that has been state certified for appropriation in FY 2013 is $5,366,720. The level of Free Cash available for FY 2013 is unusually high due to strong new growth and an extraordinary, one-time collection of personal property taxes that brought in an unanticipated level of revenue. While Free Cash fluctuates and is not suited for short-term needs, the Town's budget process is such that a portion of the annual Free Cash is reasonably consistent and, therefore, can be applied to operating expenses. This year, $1,379,717 is being allocated to the operating budget, consistent with past practice. The Finance Committee recommends that the remainder of the extraordinary level of certified Free Cash for FY 2013, or $3,987,003, be used to increase reserves, make additional capital investments or be used for one-time needs.

FY 2013 Operating Budget Recommendation

The total operating budget for FY 2013 is $117,705,784, which is 4.7% higher than the FY 2012 operating budget allocation. The Town's operating budget falls into three general categories: Town Wide Expenses, Municipal Departments, and Education.

Town Wide Expenses

The Town Wide budget for FY 2013 has increased by 6.3% over the FY2012 budget. The Retirement Assessments line, which includes the Contributory Retirement System and Non Contributory Retirement Payments, and thus funds pensions, is increasing by 5.8%. The Town is working toward the goal of fully funding the retirement system. The Retirement Insurance and Insurance Liability Fund, covering post-employment benefits, is increasing by 15.8%, largely due to the adoption of updated Mortality Tables by the Fund's actuaries. The Employee Benefits and Employer Assessments line, which includes Group Health Insurance, Unemployment, and Workers Compensation, has increased by 5.6% due to increasing unemployment and Medicare costs, as well as an expansion of the headcount in the School Department. The Workers Compensation line item remains level with the FY 2012 budget. This line was increased and supplemented in a separate warrant article last year to begin replenishing the Fund which had been drawn down in recent years. Additional funding is still advised to bring the Fund to a more robust level.

The increase in the Employee Benefits and Employee Assessments line is lower than initial expectations because the Town Administration has been successful at containing rising health insurance cost through the adoption of Rate Saver Plans, which carry lower premiums. By the beginning of FY 2013, the Town expects to have 87% of eligible employees enrolled in the Rate Saver Plans. Notably, there will be zero increase in the cost of Rate Saver health plans in FY 2013. The Casualty, Liability and Self-Insurance line is level funded for FY 2013. The Classification, Performance and Settlements budget line is increasing by $89,700 in the FY 2013 budget to reflect the uncertainty due to the number of unsettled collective bargaining agreements.

The Reserve Fund line is increasing by $33,297, or approximately 2.9%, in order to cover unforeseen or extraordinary expenses. Last year, several areas of the budget that traditionally drew from the Reserve Fund were increased in order to be more in line with actual historical expenditures, and to relieve some stress on the Reserve Fund. However, it is still important to maintain sufficient reserves for unforeseen or extraordinary expenses, including the concern that worldwide events could lead to an escalation of energy costs that could have consequences throughout the budget.

Municipal Departments

The Finance Committee carefully reviewed and considered each department's spending request as well as the Town Manager's executive budget. The Finance Committee's recommended budget provides for all municipal departments to maintain the same level of services. The Finance Committee is also recommending a total appropriation to the School Department that exceeds the Town Manager's recommendation, and meets the final School Committee voted budget request which was adjusted to address the Finance Committee's suggested reductions.

General Government

The General Government budget, comprised of the administration and finance functions, is increasing 5.0% in FY2013. Projected salary increases for existing staff account for the most of the increase in the General Government budget. In addition, the Town Clerk's expense budget increased because there will be three elections in FY 2013, including a Presidential election. The Finance Department FY 2013 budget includes increased software licensing costs that are necessary for the operation of the Department. The Finance Committee also voted to add funding foran additional staff position to help alleviate the workload in this Department.

Planning and Community Development

The FY2013 budget for the Planning and Community Development Departments is increasing by 4.5%. The increase results from increases in salary and the reallocation of one full-time administrative staff position in Community Development The budget now contains two part-time staff positions.

Public Safety

The Public Safety budget shows an increase of 1.0%. Both the Police and Fire Departments submitted budget requests with decreasing Salary and Wage lines because of turnover. Neither the Police nor Fire budgets include wage increases for bargaining unit employees since the contracts are not settled as of the time of this letter. The Police operating capital equipment budget for FY 2013 has increased by $74,109 due to the addition of a sixth vehicle and a complete model changeover due to the discontinuance of the prior model. The new model vehicle will require the purchase of additional equipment because the equipment in the older vehicles cannot be retrofitted. The additional cost estimate factored in this additional equipment purchase. The Fire Department expenses have

increased to allow for the purchase of services and life safety equipment which have been deferred in recent years. The Building Inspector's budget is increasing by 4.6% for FY 2013. The budget includes additional funding in order to bring in substitute building inspectors when necessary, or for additional overtime for Town employees. New unfunded state inspection requirements have generated additional work for the Building Inspector.

Public Works

The Public Works budget, including the Department of Public Works (DPW), and the Municipal Parking and Lighting Programs, is increasing by 2.1% in FY2013. The Finance Committee is recommending an increase of 2.7% for the DPW budget, which is lower than the Town Manager's recommendation. After consulting with the Finance Committee, the DPW identified $42,000 of possible reductions in the DPW budget. The Municipal Parking Program will be level funded for FY 2013. Last year, the parking program expenses decreased significantly as the MBTA resumed responsibility for managing its own commuter parking lots. The Municipal Lighting Program budget is decreasing by 9.0% in FY 2013 due to energy savings resulting from upgraded light fixtures.

Public Facilities

The Department of Public Facilities budget has virtually no increase for FY 2013. The budget includes cost of living increases for ITWA and non-represented employees, but no increases for BCTIA workers, as there is no new contract at this time. The Public Facilities budget was decreased from the department's spending request due to a reduction in the projected energy usage. The Department's budget for FY 2013 includes funding for additional hours of an administrative specialist to expand from part time in FY 2012 to full time.

Community Services

The FY2013 Community Services budget is increasing by 2.6%. The budgets for the Commission on Disabilities, the Historical Commission, and Memorial Park are level-funded for FY 2013 to allow the current programs to continue. The Park and Recreation Department budget has an increase in Salary and Wages which is offset to some extent by decreasing expenses, resulting from cost-saving efforts such as online registrations. The Health Department budget is increasing by 5.8% due to salary increases for existing staff as well as an increase in the contract with Riverside Community Care for mental health services. The Finance Committee's recommended budget includes a decrease in the Health Department budget because a portion of salary will be covered by grant funding and not by the department budget. In addition, the Finance Committee added funding for additional hours for the Health Department Program Coordinator. The budget for the Needham Public Library is increasing by a modest 1.3%. This level is sufficient to bring the FY 2013 budget to the level necessary for certification by the Massachusetts Board of Library Commissioners. Under the FY 2013 budget, the Library will continue to rely on state aid to cover certain operating needs. However, the budget will fund the Library's technology replacement program for FY 2013.

The Human Services budget, which consists of the Council on Aging, Youth Services, and Veterans' Services, is increasing 4.2% in FY 2013. The Veterans' Services budget is increasing due to an expansion of service and increased demand following the recent restructuring and regionalization of services. The Town is reimbursed for most of these expenses, but in subsequent fiscal years. Both Youth Services and the Council on Aging budget include salary increases for staff, but no increase in expense costs. The Finance Committee commends the Human Services Directors for their ability to keep expenses minimal, but has some concern that the current levels of grants and outside funding that support these departments, as well as the Health Department, may not always be available.

Education

Needham Public Schools

The Finance Committee's recommended FY 2013 budget allocates $51,112,681 to the School Department. This represents an increase of 5.4%, or $2,611,310, above the FY 2012 approved budget. The Finance Committee's budget recommendation for the School Department budget was reached after careful consideration of needs of both the School and the Town. The resulting allocation for Schools is $105,607 higher than the Town Manager's recommended budget. The Finance Committee's budget recommendation equals the School Committee's final voted budget request, as adjusted in accordance with the Finance Committee's suggestions.

Most of the School Department budget increase is needed in order to maintain level services. For FY 2013, the School Department budget includes an increase to make up for discontinued federal stimulus funding. Last year, the School Department operating budget relied on $500,900 of Federal Education Jobs grant funding and other one-time sources to meet the budgetary needs. In addition to the replacement of stimulus funds, the School Department FY 2013 budget includes $1,373,732 of contractual increases. For FY 2013, the budgeted Special Education tuition line item will decrease due to the anticipated increase in state aid known as "Circuit Breaker Reimbursement" by over $290,000, as well as the graduation of some students from the system.

The Finance Committee's budget recommendation will provide funding for the School Department to implement its planned reorganization of special education leadership to provide better services and support for students, teachers, and parents. The FY 2013 budget also addresses increased staffing needs at the Middle and High School levels due to due to higher student enrollment.

The Finance Committee urges the School Department to continue its efforts in addressing rising transportation costs. The proposed FY 2013 budget includes an additional subsidy of $100,000 for the yellow bus program. A larger increase in this subsidy is expected to be avoided due to a proposed modest increase in the rider fees. The contract with the yellow bus provider will be rising 9% in FY 2013 after a 9% increase in FY 2012. Such increases are not sustainable in the long run.

Minuteman Regional High School

The Minuteman Regional High School's preliminary assessment for FY2013 is $780,038, an increase of $217,401 from FY2012, primarily due to an increase of almost 30% in enrollment of full time students. There will also be a capital assessment in FY 2013 of approximately $30,000 for work needed to address a building safety issue.

Cash Capital

At the time of this writing, the Finance Committee has not yet completed consideration of the capital-related warrant articles. The Finance Committee anticipates recommending an appropriation of $1,813,865 for primary General Fund Cash Capital needs. Because of the extraordinary amount of Free Cash available for FY 2013, the Committee is also strongly considering another $960,268 of proposed secondary cash capital needs. The Committee is careful to ensure that the allocation to General Fund Cash Capital is sufficient to allow the Town to adhere to its capital maintenance plan. 75% of the primary General Fund Cash Capital requests will fund ongoing programs and scheduled capital replacements. The remainder covers high priority new projects or enhancements.

Closing Thoughts

The Finance Committee's recommended budget will provide the same level of services to the residents, maintain and improve the infrastructure, and meet ongoing capital needs. Although there have been significant economic challenges in recent years, Needham has continued to offer the same high level of services.Department Managers should be commended for their successful efforts to contain operating expenses. In addition, the Town has consistently been able to maintain and improve its infrastructure. Recently the Town has taken advantage of lower interest rates for borrowing, and successfully opened the newly renovated Town Hall, and embarked on building a new Senior Center. Because of the Town's intelligent planning and prudent fiscal policies, the Town has maintained its AAA credit rating in a time whena number of other municipalities have been threatened with downgrades. As economic indicators show signs of recovery, the revenue projections are more optimistic than in several years. While the Finance Committee continues to recommend fiscal restraint, the Town should be well positioned to move into the coming years with confidence.

The Finance Committee would again like to recognize the hard work and dedication of the Town Manager, the Director of Finance, the Superintendent of Schools, their respective Department Heads and Managers, as well as all the citizens who dedicate their time and effort to serving our community through elected and appointed positions. We could not accomplish our mission without their generous assistance and support.

The Chair would also like to thank each member of the Finance Committee for their devotion and tireless work examining and prioritizing financial issues, balancing the budget, and reviewing the Town's short and long term needs, capital plans and investments. We have made our recommendations only after delving deep into issues, having thoughtful and productive debates, and analyzing different scenarios. I am proud to present a fiscally sound budget that is in the best interest of Needham.

Respectfully submitted on behalf of the Committee,

Matthew D. Borrelli
Chairman

Committee Members:

Matthew Borrelli, Chairman
Richard Reilly, Vice Chairman
Richard Zimbone, Immediate Past Chairman
John Connelly
Richard Creem
Richard Lunetta
Gary McNeill
Steven Rosenstock
Lisa Zappala
Louise Mizgerd, Executive Secretary

Summary of Revenue
FY 2011 - FY 2013
General Fund Only

	Actual FY 2011	Current Budget FY 2012	Preliminary FY 2013
Local Estimated Receipts			
Local Excises and Other Tax Related Collections	$5,443,512	$4,455,000	$4,600,000
Departmental Activities	$3,327,555	$2,360,000	$2,600,000
Fines & Forfeits & Assessments	$202,985	$165,000	$165,000
Investment Income	222,981	150,000	150,000
Miscellaneous Revenue	228,690	106,000	140,000
Miscellaneous Non-recurring	442,104	349,147	54,000
SUB-TOTAL	**$9,867,827**	**$7,585,147**	**$7,709,000**
Property Taxes & State Aid			
Real & Personal Property Tax Levy	$92,977,737	$96,246,451	$99,767,884
Cherry Sheet Revenue (State Aid)	$9,078,042	$9,323,654	$9,932,123
SUB-TOTAL	**$102,055,779**	**$105,570,105**	**$109,700,007**
Other Available Funds & Free Cash			
Undesignated Fund Balance (Free Cash)	$3,568,037	$3,380,269	$5,366,720
Overlay Surplus	$500,199	$500,000	$495,654
Reserved for Appropriation - Parking	$25,000	$40,000	$40,000
Transfer from other Articles	$901,135	$163,192	$0
Other Available Funds	$0	$0	$0
Reserved for Debt Exclusion Offset	$397,445	$85,250	$56,328
SUB-TOTAL	**$5,391,816**	**$4,168,711**	**$5,958,702**
Total General Fund Revenue	**$117,315,422**	**$117,323,963**	**$123,367,709**
Adjustments to General Fund Revenue			
Less Other Amounts Required to be Provided	($82,096)	($74,513)	($74,736)
Less State & County Assessments	($1,080,311)	($1,198,244)	($1,202,428)
Less Provisions for Abatements & Exemptions	($1,584,557)	($2,135,466)	($1,311,185)
Enterprise & CPA Reimbursements	$1,659,715	$1,915,715	$2,015,000
SUB-TOTAL	**($1,087,249)**	**($1,492,508)**	**($573,349)**
General Fund Revenue Available for Appropriation	**$116,228,173**	**$115,831,455**	**$122,794,360**

Account Balances

Free Cash	As of February 29, 2012	$5,366,720
RTS Retained Earnings	As of February 29, 2012	$490,410
Sewer Retained Earnings	As of February 29, 2012	$2,550,263
Water Retained Earnings	As of February 29, 2012	$2,932,408
Parking Meter Fund	As of February 29, 2012	$129,539
Capital Facility Fund	As of December 31, 2011	$734,117
Capital Improvement Fund	As of December 31, 2011	$561,688
Stabilization Fund	As of December 31, 2011	$3,506,731

Summary of Expenditures
FY 2011 - FY 2013
General Fund Only

	Actual Committed FY 2011	Current Budget FY 2012	Recommended FY 2013
Town Wide Group	**$29,723,126**	**$31,548,018**	**$33,533,374**
Department Budgets			
Board of Selectmen/Town Manager	$781,913	$803,113	$826,252
Town Clerk/Board of Registrars	$316,693	$317,680	$341,853
Town Counsel	$431,868	$298,664	$300,039
Personnel Board	$11,079	$11,600	$11,600
Finance Department	$2,080,069	$2,164,861	$2,296,615
Finance Committee	$27,649	$29,457	$31,364
Planning Department	$233,566	$248,936	$255,442
Community Development	$113,949	$120,442	$130,484
Police Department	$4,919,421	$5,225,460	$5,323,227
Fire Department	$5,988,270	$6,336,574	$6,333,112
Building Inspector	$443,992	$468,208	$489,559
Minuteman Regional High School	$343,969	$562,637	$780,038
Needham Public Schools	$46,535,374	$48,501,371	$51,112,681
Department of Public Works	$5,629,557	$4,770,679	$4,900,896
Municipal Parking Program	$173,628	$55,000	$55,000
Municipal Street Lighting Program	$213,108	$256,000	$233,000
Department of Public Facilities	$7,326,605	$7,725,555	$7,728,053
Health Department	$445,581	$462,130	$488,712
Diversified Community Social Services	$536,174	$564,243	$588,016
Commission on Disabilities	$550	$550	$550
Historical Commission	$259	$1,050	$1,050
Library	$1,322,077	$1,365,286	$1,382,743
Park & Recreation	$549,089	$551,270	$561,374
Memorial Park	$500	$750	$750
Department Budget Total	**$78,424,940**	**$80,841,516**	**$84,172,410**
Town Wide & Department Budget Total	**$108,148,066**	**$112,389,534**	**$117,705,784**
Other Appropriated Uses of General Funds			
General Fund Cash Capital	$2,271,749	$1,867,051	$3,524,133
Other Financial Warrant Articles	$66,446	$30,299	$28,353
Transfers to Other Funds	$975,434	$1,544,571	$1,536,090
Total from General Funds	**$111,461,695**	**$115,831,455**	**$122,794,360**

Town of Needham
General Fund
FY 2013 Draft Budget Recommendation - Submitted by the Finance Committee

Line	Description	FY 2011 Expended	FTE	FY 2012 Current Budget (11/7/2011)	FTE	FY 2013 Finance Committee Recommendation	FTE	% Change from 10	FY 2011 Amendments
Townwide Expenses									
1	Non-Contributory Retirement Payments	$ 31,484		$ 32,700		$ 33,400			
2	Contributory Retirement System	$ 4,470,199		$ 4,722,775		$ 4,997,421			
3	Group Health Insurance	$ 8,998,499		$ 9,519,724		$ 9,973,869			
4	Retiree Insurance & Insurance Liability Fund	$ 3,626,375		$ 3,906,275		$ 4,523,887			
5	Unemployment Compensation	$ 206,563		$ 140,000		$ 250,000			
6	Debt Service	$ 11,379,284		$ 10,883,020		$ 11,288,276			
7	Workers Compensation	$ 510,000		$ 450,000		$ 450,000			
8	Casualty Liability & Self Insurance Program	$ 500,722		$ 525,000		$ 525,000			
9	Classification Performance & Settlements	Transfers Only		$ 202,000		$ 291,700			
10	Reserve Fund	Transfers Only		$ 1,166,524		$ 1,199,821			
	Total	**$ 29,723,126**		**$ 31,548,018**		**$ 33,533,374**			
	Townwide Expense Total	**$ 29,723,126**		**$ 31,548,018**		**$ 33,533,374**		**6.3%**	
Board of Selectmen & Town Manager									
11A	Salary & Wages	$ 631,475	8.0	$ 646,680	8.0	$ 669,819	8.0		
11B	Expenses	$ 150,438		$ 156,433		$ 156,433			
	Total	**$ 781,913**		**$ 803,113**		**$ 826,252**			
Town Clerk & Board of Registrars									
12A	Salary & Wages	$ 279,838	4.6	$ 279,390	4.6	$ 296,301	4.6		
12B	Expenses	$ 36,855		$ 38,290		$ 45,552			
	Total	**$ 316,693**		**$ 317,680**		**$ 341,853**			
Town Counsel									
13A	Salary & Wages	$ 68,664	0.2	$ 68,664	0.2	$ 70,039			
13B	Expenses	$ 363,204		$ 230,000		$ 230,000			
	Total	**$ 431,868**		**$ 298,664**		**$ 300,039**			

Town of Needham
General Fund
FY 2013 Draft Budget Recommendation - Submitted by the Finance Committee

Line	Description	FY 2011 Expended	FTE	FY 2012 Current Budget (11/7/2011)	FTE	FY 2013 Finance Committee Recommendation	FTE	% Change from 10	FY 2011 Amendments
Personnel Board									
14A	Salary & Wages	$ 79		$ 600		$ 600			
14B	Expenses	$ 11,000		$ 11,000		$ 11,000			
	Total	**$ 11,079**		**$ 11,600**		**$ 11,600**			
Finance Department									
15A	Salary & Wages	$ 1,319,613	21.7	$ 1,385,756	21.7	$ 1,512,620	22.7		
15B	Expenses	$ 722,956		$ 741,605		$ 746,495			
15C	Capital	$ 37,500		$ 37,500		$ 37,500			
	Total	**$ 2,080,069**		**$ 2,164,861**		**$ 2,296,615**			
Finance Committee									
16A	Salary & Wages	$ 26,823	0.5	$ 28,382	0.5	$ 30,289	0.5		
16B	Expenses	$ 826		$ 1,075		$ 1,075			
	Total	**$ 27,649**		**$ 29,457**		**$ 31,364**			
	General Government Total	**$ 3,649,271**	**35.0**	**$ 3,625,375**	**35.0**	**$ 3,807,723**	**35.8**	**5.0%**	
Planning									
17A	Salary & Wages	$ 217,754	3.3	$ 232,476	3.3	$ 238,982	3.3		
17B	Expenses	$ 15,812		$ 16,460		$ 16,460			
	Total	**$ 233,566**		**$ 248,936**		**$ 255,442**			
Community Development									
18A	Salary & Wages	$ 103,019	2.3	$ 108,584	2.5	$ 118,626	2.5		
18B	Expenses	$ 10,930		$ 11,858		$ 11,858			
	Total	**$ 113,949**		**$ 120,442**		**$ 130,484**			
19	Reserved	$ -		$ -		$ -			
	Land Use and Development Total	**$ 347,515**	**5.6**	**$ 369,378**	**5.8**	**$ 385,926**	**5.8**	**4.5%**	

Town of Needham
General Fund
FY 2013 Draft Budget Recommendation - Submitted by the Finance Committee

Line	Description	FY 2011 Expended	FTE	FY 2012 Current Budget (11/7/2011)	FTE	FY 2013 Finance Committee Recommendation	FTE	% Change from 10	FY 2011 Amendments
Police Department									
20A	Salary & Wages	$ 4,584,179	58.0	$ 4,859,711	57.0	$ 4,842,392	57.0		
20B	Expenses	$ 217,321		$ 239,858		$ 280,835			
20C	Capital	$ 117,921		$ 125,891		$ 200,000			
	Total	**$ 4,919,421**		**$ 5,225,460**		**$ 5,323,227**			
Fire Department									
21A	Salary & Wages	$ 5,775,225	74.0	$ 6,095,891	72.0	$ 6,079,147	72.0		
21B	Expenses	$ 213,045		$ 240,683		$ 253,965			
21C	Capital	$ -							
	Total	**$ 5,988,270**		**$ 6,336,574**		**$ 6,333,112**			
Building Inspector									
22A	Salary & Wages	$ 431,081	7.3	$ 440,113	7.3	$ 460,619	7.0		
22B	Expenses	$ 12,911		$ 28,095		$ 28,940			
	Total	**$ 443,992**		**$ 468,208**		**$ 489,559**			
	Public Safety Total	**$ 11,351,683**	**139.3**	**$ 12,030,242**	**136.3**	**$ 12,145,898**	**136.0**	**1.0%**	
Minuteman Assessment									
23	Assessment	$ 343,969		$ 562,637		$ 780,038			
	TOTAL	**$ 343,969**		**$ 562,637**		**$ 780,038**			
Needham Public Schools									
24	Needham Public School Budget	$ 46,535,374	618.5	$ 48,501,371	624.4	$ 51,112,681	648.5		
	TOTAL	**$ 46,535,374**		**$ 48,501,371**		**$ 51,112,681**			
	Public Schools Total	**$ 46,879,343**	**618.5**	**$ 49,064,008**	**624.4**	**$ 51,892,719**	**648.5**	**5.8%**	

Town of Needham
General Fund
FY 2013 Draft Budget Recommendation - Submitted by the Finance Committee

Line	Description	FY 2011 Expended	FTE	FY 2012 Current Budget (11/7/2011)	FTE	FY 2013 Finance Committee Recommendation	FTE	% Change from 10	FY 2011 Amendments
Department of Public Works									
25A	Salary & Wages	$ 3,220,769	56.3	$ 3,041,684	49.0	$ 3,109,481	49.0		
25B	Expenses	$ 1,214,451		$ 1,322,295		$ 1,384,915			
25C	Capital	$ 4,830		$ 6,700		$ 6,500			
25D	Snow and Ice	$ 1,189,507		$ 400,000		$ 400,000			
	Total	**$ 5,629,557**		**$ 4,770,679**		**$ 4,900,896**			
Municipal Parking Program									
26	Municipal Parking Program	$ 173,628		$ 55,000		$ 55,000			
	Total	**$ 173,628**		**$ 55,000**		**$ 55,000**			
Municipal Lighting Program									
27	Municipal Lighting Program	$ 213,108		$ 256,000		$ 233,000			
	Total	**$ 213,108**		**$ 256,000**		**$ 233,000**			
	Public Works Total	**$ 6,016,293**	**56.3**	**$ 5,081,679**	**49.0**	**$ 5,188,896**	**49.0**	**2.1%**	
Department of Public Facilities									
28A	Salary & Wages	$ 2,858,853	53.8	$ 3,058,620	54.8	$ 3,182,993	54.8		
28B	Expenses	$ 4,424,073		$ 4,666,935		$ 4,545,060			
28C	Capital	$ 43,679		$ -		$ -			
	Total	**$ 7,326,605**		**$ 7,725,555**		**$ 7,728,053**			
	Public Facilities Total	**$ 7,326,605**	**53.8**	**$ 7,725,555**	**54.8**	**$ 7,728,053**	**54.8**	**0.0%**	
Health Department									
29A	Salary & Wages	$ 368,893	5.9	$ 385,301	5.9	$ 401,658	5.9		
29B	Expenses	$ 76,688		$ 76,829		$ 87,054			
	Total	**$ 445,581**		**$ 462,130**		**$ 488,712**			

Town of Needham
General Fund
FY 2013 Draft Budget Recommendation - Submitted by the Finance Committee

Line	Description	FY 2011 Expended	FTE	FY 2012 Current Budget (11/7/2011)	FTE	FY 2013 Finance Committee Recommendation	FTE	% Change from 10	FY 2011 Amendments
Human Services									
30A	Salary & Wages	$ 460,559	8.3	$ 493,873	7.8	$ 510,811	7.8		
30B	Expenses	$ 75,615		$ 70,370		$ 77,205			
	Total	**$ 536,174**		**$ 564,243**		**$ 588,016**			
Commission on Disabilities									
31A	Salary & Wages	$ -		$ -		$ -			
31B	Expenses	$ 550		$ 550		$ 550			
	Total	**$ 550**		**$ 550**		**$ 550**			
Historical Commission									
32A	Salary & Wages	$ -		$ -		$ -			
32B	Expenses	$ 259		$ 1,050		$ 1,050			
	Total	**$ 259**		**$ 1,050**		**$ 1,050**			
Needham Public Library									
33A	Salary & Wages	$ 1,074,381	22.6	$ 1,073,225	23.6	$ 1,071,967	23.6		
33B	Expenses	$ 247,696		$ 292,061		$ 310,776			
	Total	**$ 1,322,077**		**$ 1,365,286**		**$ 1,382,743**			
Park & Recreation Department									
34A	Salary & Wages	$ 440,511	4.0	$ 440,395	4.0	$ 453,499	4.0		
34B	Expenses	$ 108,578		$ 110,875		$ 107,875			
	Total	**$ 549,089**		**$ 551,270**		**$ 561,374**			
Memorial Park									
35A	Salary & Wages	$ -		$ -		$ -			
35B	Expenses	$ 500		$ 750		$ 750			
	Total	**$ 500**		**$ 750**		**$ 750**			
	Community Services Total	**$ 2,854,230**	**40.8**	**$ 2,945,279**	**41.3**	**$ 3,023,195**	**41.3**	**2.6%**	
	Department Budgets	**$ 78,424,940**	**949.3**	**$ 80,841,516**	**946.6**	**$ 84,172,410**	**971.2**	**4.1%**	
	Total Operating Budget	**$ 108,148,066**		**$ 112,389,534**		**$ 117,705,784**		**4.7%**	

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WARRANT FOR THE ANNUAL TOWN MEETING
TUESDAY, APRIL 10, 2012
TOWN OF NEEDHAM
COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the constables in the Town of Needham in said County. Greetings:

In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the Inhabitants of the Town of Needham qualified to vote in elections and in Town Affairs to meet in their respective voting places in said Town namely:

Precinct A	-	Hillside School - Cafeteria
Precinct B	-	Hillside School - Cafeteria
Precinct C	-	High Rock School – Room 239/Art Room
Precinct D	-	High Rock School – Room 239/Art Room
Precinct E	-	Pollard Middle School – Inner Room
Precinct F	-	Stephen Palmer Community Room
Precinct G	-	Broadmeadow School - Performance Center
Precinct H	-	Broadmeadow School - Performance Center
Precinct I	-	William Mitchell School - Gymnasium
Precinct J	-	William Mitchell School - Gymnasium

on TUESDAY, THE TENTH DAY OF APRIL, 2012

from forty-five minutes after six o'clock in the forenoon, until eight o'clock in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: ANNUAL TOWN ELECTION

To choose by ballot the following Town Officers:
One Moderator for One Year;
Two Selectmen for Three Years;
One Selectman for Two Years;
One Assessor for Three Years;
Two Members of School Committee for Three Years;
One Trustee of Memorial Park (trustee of soldiers' memorials – veteran) for Three Years;
One Trustee of Memorial Park (trustee of soldiers' memorials – non-veteran) for Three Years;
Two Trustees of Needham Public Library for Three Years;
One Member of Board of Health for Three Years;
One Member of Planning Board for Five Years;
One Commissioner of Trust Funds for Three Years;
Two Members of Park and Recreation Commission for Three Years;

Twenty-Four Town Meeting Members from Precinct A;
Twenty-Four Town Meeting Members from Precinct B;
Twenty-Four Town Meeting Members from Precinct C;
Twenty-Four Town Meeting Members from Precinct D;
Twenty-Four Town Meeting Members from Precinct E;

Twenty-Four Town Meeting Members from Precinct F;
Twenty-Four Town Meeting Members from Precinct G;
Twenty-Four Town Meeting Members from Precinct H;
Twenty-Four Town Meeting Members from Precinct I;
Twenty-Four Town Meeting Members from Precinct J.

Warrant for the Annual Town Meeting

MONDAY, MAY 7, 2012 AT 7:30 P.M. AT NEEDHAM TOWN HALL

ARTICLE 2: COMMITTEE AND OFFICER REPORTS

To hear and act on the reports of Town Officers and Committees.

HUMAN RESOURCES ARTICLES

ARTICLE 3: ESTABLISH ELECTED OFFICIALS' SALARIES

To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 2012, as required by Massachusetts General Laws, Chapter 41, Section 108:

Town Clerk	$68,075
Town Clerk with 6 years of service in that position	$84,154 (1)
Selectmen, Chairman	$1,800
Selectman, Others	$1,500

(1) In addition, such compensation shall also include payment of longevity in the amount of $5,050, the accumulation of 15 days of non-occupational sick leave per fiscal year, and payment for 25% of unused sick leave at the time of retirement from Town Service in accordance with M.G.L. c. 32 or sooner, in an amount not to exceed $42,498. The annual salary of $84,154 includes compensation for five weeks of vacation leave, any unused portion of which will be paid at the time of separation from Town service in an amount not to exceed $8,578. No later than the time of separation from Town service, the Town Clerk shall also be paid for seven (7) weeks of accrued, unused vacation time in an amount not to exceed $12,009; or take any other action relative thereto.

INSERTED BY: Personnel Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted
PERSONNEL BOARD RECOMMENDS THAT: Article be Adopted

Article Information: In accordance with M.G.L. Chapter 41, Section 108, the Town must annually vote to set the salary and compensation for any elected Town officials who receive compensation. The Town Clerk salary has been separated into two categories, newly elected Town Clerk, and Town Clerk with at least six years of service. This is done because Town elections are held in April and Town Meeting would not have a chance to vote on the salary of a newly elected Clerk until after the incumbent had been receiving a higher rate of pay for several months. It has been the practice of the Personnel Board to provide the Town

Clerk, the only full-time elected official, with benefits as close to that of other full-time employees as possible. Payment for longevity, as well as buy-back of sick leave and vacation no later than the time of separation from Town service, is included in the recommended salary and compensation article. This article also includes provision for a one-time distribution of accumulated and unused vacation leave as of June 30, 2000; such payment to be made no later than the time of separation from Town service.

The annual stipends for the members of the Board of Selectmen have remained unchanged since 1977.

ARTICLE 4: FUND COLLECTIVE BARGAINING AGREEMENT – FIRE UNION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Fire Union, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2013; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting
PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

ARTICLE 5: FUND COLLECTIVE BARGAINING AGREEMENT – BUILDING CUSTODIAN AND TRADESMAN INDEPENDENT ASSOCIATION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Building Custodian and Tradesman Independent Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2013; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting
PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

FINANCE ARTICLES

ARTICLE 6: TRANSFER OF BUDGETARY FUND BALANCE

To see if the Town will vote to transfer $5,366,720 from the Budgetary Fund Balance Account (Free Cash) to meet, in part, appropriations made at this Town Meeting, and to authorize the Board of Assessors to use such sum as available funds to meet appropriations in its computation of the tax rate for the fiscal year 2013; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: Budgetary fund balance (free cash) is the result of unexpended appropriations and revenue in excess of estimates from fiscal year 2011.

ARTICLE 7: ACCEPT CHAPTER 73, SECTION 4 OF THE ACTS OF 1986

To see if the Town will vote to accept, for fiscal year 2013, the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, which amends Chapter 59 of the General Laws relative to real estate property tax exemptions, and approve an increase in the amount of 95% for each eligible exemption; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: Acceptance of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, permits the Town to grant an additional exemption to certain taxpayers who are surviving spouses, surviving minors of deceased parents, persons over the age of 70, certain veterans and disabled veterans and their surviving spouses, parents of veterans who died in wartime service and blind individuals, and who qualify for an exemption under any one of the following clauses of Section 5 of Chapter 59 of the General Laws: Clauses 17, 17C, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B, 41C, 42 or 43. The additional exemption shall be uniform for all exemptions but shall not exceed one hundred percent of a taxpayer's original exemption. No taxpayer may pay less tax than paid on the preceding year, except through the application of General Laws, Chapter 58, Section 8A or Chapter 59, Section 5, clause 18. The taxable valuation of the taxpayer's property shall not be less than ten percent of its fair cash value. Town Meeting must approve the additional exemption on an annual basis. In fiscal year 2012, the cumulative increase above the statutory limit was 90%.

ARTICLE 8: APPROPRIATE FOR SENIOR CORPS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $15,000 for the purpose of funding the Senior Corps program, said sum to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Senior Corps is a program whereby qualified elderly and disabled property owners may work up to 100 hours for the Town. In turn, the individuals are paid approximately $800, which is applied to their property tax bills. Eligible individuals are entitled to one payment per fiscal year.

ARTICLE 9: APPROPRIATE FOR NEEDHAM PROPERTY TAX ASSISTANCE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $13,353 for the purpose of funding the Needham Property Tax Assistance Program, said sum to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The 2009 Annual Town Meeting voted to establish a Property Tax Assistance Program. The goal of the Board of Selectmen is to set a target annual appropriation for the fund equal to the amount of private contributions to the Town's statutory voluntary tax relief program during the preceding fiscal year, up to a maximum appropriation of $25,000 (2008 dollars). The voluntary fund received $13,353 in fiscal year 2011.

ARTICLE 10: APPROPRIATE THE FY2013 OPERATING BUDGET

To see what sums of money the Town will vote to raise, appropriate, and/or transfer for the necessary Town expenses and charges, and further that the operating budget be partially funded by a transfer from the parking meter fund in the amount of $40,000, from the overlay surplus in the amount of $495,654, from amounts reserved for debt exclusion offsets of $56,328, and $550,000 to be raised from CPA receipts; and further that the Town Manager is authorized to make transfers from line item 9 to the appropriate line items in order to fund the classification and compensation plan approved in accordance with the provisions of Section 20B(5) of the Town Charter, and to fund collective bargaining agreements approved by vote of Town Meeting; and further that the Town Manager is authorized to expend from line item 4 in order to meet expenses for post-employment health and life insurance benefits for eligible retirees from the fund established for that purpose; or take any other action relative thereto.

INSERTED BY: Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted as Shown on Pages 11 - 15

ARTICLE 11: APPROPRIATE THE FY2013 RTS ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Solid Waste and Recycling Division of the Department of Public Works during fiscal year 2013, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Town of Needham
RTS Enterprise
FY 2013

Line #	Description	FY 2011 Expended	FTE	FY 2012 Current Budget	FTE	FY 2013 Recommended	FTE	Town Meeting Amendments
101A	Salary & Wages	$ 583,999	9.0	$ 643,582	9.0	$ 653,290	9.0	
101B	Expenses	$ 1,090,999		$ 1,139,984		$ 1,214,293		
101C	Operating Capital	$ 56,179		$ 43,000		$ 43,000		
101D	Debt Service	$ 149,673		$ 150,000		$ 150,000		
102	Reserve Fund	Transfers Only		$ 25,000		$ 25,000		
TOTAL		**$ 1,880,850**	**9.0**	**$ 2,001,566**	**9.0**	**$ 2,085,583**	**9.0**	
FY 2013 Budget Percentage Change from FY 2012 Budget							4.2%	

and to meet this appropriation that $547,100 be raised from the tax levy and transferred to the RTS Enterprise Fund, and $273,483 be transferred from RTS Enterprise Fund Retained Earnings; or take any other action relative thereto.

INSERTED BY: Board of Selectmen & Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Town's Recycling Center and Transfer Station (RTS) is one of the most utilized facilities within the Town. Approximately 75% of Needham residents directly utilize the facility. The majority of the remaining 25% of Needham residents utilize the RTS through subscription hauler services. The RTS also provides disposal and recycling services for many Town Departments along with the materials processing area and snow dump services for the Department of Public Works. In addition, the RTS maintains municipal agreements with various municipalities for wood waste processing services and material screening services. The RTS also provides a variety of other specialty recycling options for the Town such as books, clothing, and many other reusable items for residents to utilize as needed.

The FY2013 budget plan is designed to maintain existing services, and maintain a level sticker rate. The plan holds the operating capital and the reserve fund appropriation lines level, along with the use of $273,483 in retained earnings. The use of more retained earnings for FY2013 compared to FY2012 is deemed appropriate in anticipation that changes may be made after a review and analysis of the RTS operation and funding model.

The operating budget for FY2013 is $84,017 or 4.2% more than the FY2012 budget. The change is attributable to a $9,708 increase in personnel related costs (1.5%), a $74,309 increase in non-personnel related costs (6.5%), and no change in the operating capital, debt service and reserve fund lines for next year.

The change in the salary and wages line reflects the collective bargaining agreement for FY2013 with the DPW union. The increase in the expense line is attributable to higher disposal costs, transportation, and other purchase of services related to the handling and processing of materials at the RTS ($55,803). The tipping fee increase is based on the actual five year average CPI (the basis on which the contract price is amended annually). The balance of the increase ($18,506) is related to costs for parts and supplies to

maintain the equipment used by the RTS, increases in gasoline and diesel fuel, and professional and technical services for testing. These expenses were offset in part by decreases in various supplies expenses. The $43,000 line for operating capital reflects the annual purchase of containers, transfer trailers, and other operating related capital. Debt service is level funded at $150,000 and supports the debt capacity requirements to continue the current RTS operations. The reserve fund is level dollar as well for FY2013.

The RTS also reimburses the general fund for costs incurred and paid by the general fund budgets, e.g., employee benefits, property and casualty insurance, financial and billing expenses, and other administrative and operational support costs. This budget is funded through a combination of property tax revenue and user fees.

ARTICLE 12: APPROPRIATE THE FY2013 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Sewer Division of the Department of Public Works during fiscal year 2013, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Town of Needham
Sewer Enterprise
FY 2013

Line #	Description	FY 2011 Expended	FTE	FY 2012 Current Budget	FTE	FY 2013 Recommended	FTE	Town Meeting Amendments
201A	Salary & Wages	$ 522,117	9.2	$ 886,973	12.0*	$ 902,938	12.0*	
201B	Expenses	$ 267,836		$ 468,764		$ 475,056		
201C	Capital Outlay	$ 21,750		$ 25,000		$ 25,000		
201D	MWRA Assessment	$ 5,043,945		$ 5,291,080		$ 5,440,127		
201E	Debt Service	$ 1,242,461		$ 1,350,000		$ 1,400,000		
202	Reserve Fund	Transfers Only		$ 35,000		$ 35,000		
TOTAL		**$ 7,098,109**	**9.2**	**$ 8,056,817**	**12.0***	**$ 8,278,121**	**12.0***	
FY 2013 Budget Percentage Change from FY 2012 Budget							2.7%	

*The prior years F.T.E. totals were lower than the number of positions assigned to the department because the drainage program related work which was done by the enterprise staff was being accounted for in the DPW budget so correspondingly the F.T.E. figure related to that work was also reflected in the DPW budget. Effective by the Town Meeting votes for FY2012, the drainage program is now budgeted in the enterprise fund and the enterprise funds now reflect the F.T.E. assigned to the department.

and to meet this appropriation that $493,392 be raised from the tax levy and transferred to the Sewer Enterprise Fund, and $568,455 be transferred from Sewer Enterprise Fund Retained Earnings; or take any other action relative thereto.

INSERTED BY: Board of Selectmen & Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This article funds the operation of the Town's sanitary sewer system. The Town's sewage collection system consists of more than 130 miles of collector and interceptor sewers, 6,500 sewer manholes, and nine sewer pump stations. The Town's sewer system is a collection system that discharges its wastewater to the Massachusetts Water Resources Authority (MWRA) system for treatment. Approximately 65% of the Town's sewer collection system is a gravity-only system, and 35% of the sewer system is pumped into the gravity system. Needham has two principal points of discharge into the

MWRA system and nine other public locations where subdivisions discharge to the MWRA system. The Division maintains and operates 22 sewer pumps, motors, switchgear, gates, valves, buildings, and grounds contained in nine pumping facilities located throughout Town.

The Division also oversees the collection and transportation of Stormwater (drains program) originating from rain and snow storms for discharge into streams, brooks, rivers, ponds, lakes, flood plains and wetlands throughout Town. Stormwater and associated discharges are now considered by the federal government as potentially contaminated, and have come under increasingly severe discharge performance standards. The intention is to reduce or eliminate contaminants contained in the flow washed from ground surfaces considered to be harmful to the environment.

Starting in FY2012, the drains program is now accounted for in the Sewer Enterprise Fund budget, and the enterprise funds now reflect the actual number of positions assigned to the divisions. Because the daily drain-related work is performed by Enterprise Fund employees, operationally, it was determined and implemented as result of Town Meeting action last year that the budgeting and monitoring of this work is better handled in the Sewer Enterprise Fund budget. However, costs not associated with Sewer operations continue to be funded by taxation and not by sewer use fees.

The operating budget for FY2013 includes an increase of $221,304 or 2.7% over the FY2012 budget. Most of the increase in the FY2013 budget is due to the MWRA assessment. The preliminary assessment for FY2013 is $149,047 more than the current appropriation. The final assessment from the MWRA will be effected by the amount of sewer rate relief that is provided to the Authority by the Commonwealth, which will not be known until after the budget is voted by the Legislature and approved by the Governor.

The salary and wages line shows an increase of $15,965 or 1.8%, which is inclusive of the collective bargaining agreement in effect for FY2013. There is no increase in the number of funded positions. The expense line is up $6,292 or 1.3%. Most of this increase is related to vehicular supplies for parts and sweeping and catch basin debris disposal. The capital outlay line is level dollar for FY2013. This line is used to purchase equipment such as sewer pumps and small power equipment. The increase in debt service is based on approved projects, and is in keeping with the overall sewer capital infrastructure-funding plan for long term investments. The annual debt service for Sewer Enterprise is based on an average of $1.4 million per year. The reserve fund is level dollar for FY2013. The budget plan for FY2013 includes use of $568,455 from sewer retained earnings to maintain the current rates.

The Sewer Enterprise Fund also reimburses the general fund for costs incurred and paid by General Fund budgets, e.g., employee benefits, property and casualty insurance, financial and billing expenses, and other administrative and operational support costs. The Sewer Enterprise Fund budget is a self-supporting account. Sewer user fees and charges cover the cost of the sewer operations and the general fund payment supports the drains program.

ARTICLE 13: APPROPRIATE THE FY 2013 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Water Division of the Department of Public Works during fiscal year 2013, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Town of Needham
Water Enterprise
FY 2012

Line #	Description	FY 2011 Expended	FTE	FY 2012 Current Budget	FTE	FY 2013 Recommended	FTE	Town Meeting Amendments
301A	Salary & Wages	$ 803,640	14.5	$ 1,023,091	16.0*	$ 1,028,088	16.0*	
301B	Expenses	$ 948,757		$ 974,603		$ 1,026,906		
301C	Capital Outlay	$ 15,000		$ 55,000		$ 20,000		
301D	MWRA Assessment	$ 264,017		$ 610,028		$ 965,737		
301E	Debt Service	$ 1,497,133		$ 1,550,000		$ 1,550,000		
302	Reserve Fund	Transfers Only		$ 75,000		$ 75,000		
TOTAL		**$ 3,528,547**	**14.5**	**$ 4,287,722**	**16.0***	**$ 4,665,731**	**16.0***	
FY 2013 Budget Percentage Change from FY 2012 Budget							8.8%	

*The prior years F.T.E. totals were lower than the number of positions assigned to the department because the drainage program related work which was done by the enterprise staff was being accounted for in the DPW budget so correspondingly the F.T.E. figure related to that work was also reflected in the DPW budget. Effective by the Town Meeting votes for FY2012, the drainage program is now budgeted in the enterprise fund and the enterprise funds now reflect the F.T.E. assigned to the department.

and to meet this appropriation that $355,709 be transferred from Water Enterprise Fund Retained Earnings; or take any other action relative thereto.

INSERTED BY: Board of Selectmen & Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This article funds the Town's water system. The Town's water distribution system is a single service pressure zone system supplied by two sources. The Town's primary source of water is the Charles River Well Field which is able to produce up to 4.6 million gallons of water per day, and the Town is registered for approximately 4.0 million gallons of water per day. The Department of Environmental Protection (DEP) permit allows approximately 2.9 million gallons of water per day to be pumped. The Charles River Well Field consists of three groundwater-pumping stations. Needham's second water source is a connection to the Massachusetts Water Resources Authority (MWRA) surface water supply originating at the Quabbin Reservoir and delivered through the Metrowest Tunnel and the Hultman Aqueduct. This water is pumped into the Needham system at the St. Mary's Pumping Station located at the corner of St. Mary Street and Central Avenue. This supply is used when the Town's demand for water is greater than the local supply, and serves as a backup should the Town's wells need to be taken off-line. Water Division staff operate the water treatment plant and also operate, maintain, and repair the Town-wide water distribution system. The system is comprised of more than 135 miles of water mains, 1,166 public hydrants, 3,400 water gate valves, and 9,800 water service connections. This system supports approximately 14,100 installed meters.

The overall operating budget for FY2013 is $378,009 or 8.8% more than the FY2012 budget. This increase is primarily due to an increase in the MWRA assessment for the Town's water use. The MWRA bills the Town for actual water consumption in the calendar year preceding the new fiscal year; the FY2013 water assessment is based on CY2011 water use. The preliminary water assessment for FY2013 is $965,737, approximately 58.3% more than the FY2012 budget. The assessment is $355,709 higher than FY2012. The final assessment from the MWRA is not expected until the end of the State budget process. The increase was not unexpected, as the Town's main drinking water supply well (well #1) was off-line for all of 2011. The FY2013 budget plan includes the use of $355,709 in water retained earnings to mitigate the higher assessment due to the well being off-line. The Town also regularly supplements it water

needs due to irrigation water demand during the summer months. This water use is anticipated and is reflective in the irrigation rates.

Water Production *	2008	2009	2010	2011
Water Production	1,216.6	1,177.1	1,277.8	1,170.5
Water Production from MWRA	157.9	93.2	213.2	306.9
Water Production from Town Wells	1,058.7	1,083.9	1,064.6	863.6
Percentage from MWRA	13.0%	7.9%	16.7%	26.2%
*millions of gallons				
Meters Replaced	909	920	1,067	1,018
Percentage of the Total	6.4%	6.5%	7.5%	7.2%

The salary and wages line has increased by $4,997 (approximately 0.5%) from the FY2012 budget. This budget is inclusive of the collective bargaining agreement for FY2013. As with the RTS and Sewer enterprise budgets, there is no increase in the number of funded positions.

The Water Enterprise Fund expense line is $52,303 higher (5.4%) than the FY2012 budget. The increase is attributed to higher prices for public works supplies ($62,730) such as water treatment and drinking water chemicals and energy costs ($16,386). A portion of the increase was offset by reduction in professional technical services and other purchase of services (trench restoration contractors and plumber contractors as more of this work is done by Town forces). Debt service is level funded at $1,550,000, which is based on approved projects, and is in keeping with the overall water capital infrastructure-funding plan for long term investments. Operating capital has been decreased by $35,000 to $20,000 for FY2013; the FY2012 budget was inclusive of a one-time capital expense for the backwash tank at the Charles River Water Treatment Plant. The operating capital expense line includes items that are typically needed to respond to an urgent situation such as a replacement of a water hydrant, larger water main and gate parts, or time-sensitive improvements to meet a DEP requirement. We expect that the $20,000 will be needed to purchase a Variable Frequency Drive Unit for Well #2. The water reserve fund is level dollar for FY2013.

The Water Enterprise Fund also reimburses the general fund for costs incurred and paid by general fund budgets, e.g., employee benefits, property and casualty insurance, financial and billing expenses, and other administrative and operational support costs. The Water Enterprise Fund budget is a self-supporting account. Water user fees and charges cover the entire cost of operations.

ARTICLE 14: CONTINUE DEPARTMENTAL REVOLVING FUNDS

To see if the Town will vote to authorize and continue revolving funds for certain Town departments pursuant to the provisions of M.G.L. Chapter 44, Section 53E ½ for the fiscal year beginning July 1, 2012:

Revolving Fund	Spending Authority	Revenue Source	Use of Funds	FY 2013 Budget
Memorial Park	Memorial Park Trustees	Food Concessions	Improvements to Memorial Park	**$4,100**
Local	Council on	MBTA, Grants,	Transportation	**$60,000**

Revolving Fund	Spending Authority	Revenue Source	Use of Funds	FY 2013 Budget
Transportation	Aging Director	Program Receipts	program for COA	
Yard Waste Processing Program	DPW Director	Town and Participating Communities	Multi-Community yard waste processing program	**$75,000**
Home Composting Bin Account	DPW Director	Sale of Bins	Purchase of additional home composting bins	**$3,000**
Senior Center Activities	Council on Aging Director	Program Receipts	Costs related to social programs for elderly	**$1,000**
Youth Services Activities	Youth Services Director	Program Receipts	Costs related to youth service and community programs	**$25,000**
Traveling Meals Program	Health Director	Program Receipts	Costs related to Traveling meals	**$75,000**
Immunization Fund	Health Director	Program Receipts	Costs associated with immunization and educational programs	**$25,000**
School Transportation Program	School Committee	Fee-Based Transportation Program Receipts	Pupil and other District-wide transportation	**$819,000**

or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information and Summary of M.G.L., Chapter 44, Section 53E ½: A revolving fund established under the provisions of M.G.L., Chapter 44, Section 53E ½ must be authorized annually by vote of the Town Meeting. The fund shall be credited only with the departmental receipts received in connection with the programs supported by such revolving fund, and expenditures may be made from the revolving fund without further appropriation, subject to the provisions of Section 53E ½. The Annual Town Meeting authorization for each revolving fund shall specify: (1) the programs and purposes for which the revolving fund may be expended; (2) the departmental receipts which shall be credited to the revolving fund; (3) the board, department or officer authorized to expend from such fund; and (4) a limit on the amount which may be expended from such fund in the ensuing year. In any fiscal year, the Board of Selectmen and the Finance Committee may approve an increase in the amount to be spent from the revolving fund, but in no event shall any agency, board, department or officer be authorized to expend in any one fiscal year more than one percent of the amount raised by the Town by taxation in the most recent fiscal year for which a tax rate has been certified pursuant to M.G.L., Chapter 59, Section 23.

ARTICLE 15: AUTHORIZATION TO EXPEND STATE FUNDS FOR PUBLIC WAYS

To see if the Town will vote to authorize the Town Manager to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town ways and authorize the expenditure of funds received, provided or to be provided by the Commonwealth of Massachusetts through the Massachusetts Highway Department; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Town receives funding from the Commonwealth of Massachusetts for road construction projects. Approval of Town Meeting is required in order for the Town to receive and expend the funds. The Massachusetts Department of Transportation (MassDOT) will distribute Chapter 90 funding only after it has been authorized by the Legislature and the Governor. At the time of the printing of the warrant, the FY 2013 award amounts had not been released.

ZONING / LAND USE ARTICLES

ARTICLE 16: AMEND ZONING BY-LAW – DEFINITION OF A STRUCTURE

To see if the Town will vote to amend the Needham Zoning By-Law, Section 1.3, Definition of a Structure, as indicated below. The added text is underlined.

"Anything constructed or erected, the use of which requires a fixed location on the ground or attached to something located on the ground including an artificial or a constructed swimming pool having a depth of water of two (2) feet or more or water surface area of at least one hundred (100) square feet when filled to capacity, <u>including an attached pool deck</u>, but excluding a fence, boundary wall, public utility pole, public utility supporting device or a structure with less than one hundred square foot ground coverage and a height of less than eight (8) feet."

INSERTED BY: Citizens' Petition – John A. Jensen et.al
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting
PLANNING BOARD RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: This article is submitted on the petition of John A. Jensen et al. The article proposes to amend the definition of the term "structure. Currently a structure is defined as "anything constructed or erected, the use of which requires a fixed location on the ground or attached to something located on the ground including an artificial or a constructed swimming pool having a depth of water of two (2) feet or more or water surface area of at least one hundred (100) square feet when filled to capacity, but excluding a fence, boundary wall, public utility pole, public utility supporting device or a structure with less than one hundred square foot ground coverage and a height of less than eight (8) feet." The proposed amendment expands the definition of structure to include the concrete pad surrounding the swimming pool thereby making both the swimming pool and concrete pad subject to the dimensional setback requirements of the zoning district in which they are located. Currently, only the swimming pool itself is subject to the Zoning By-Law's dimensional setback requirements. As this is a citizens' petition article, the Planning Board will present its recommendations on this article at the Annual Town Meeting.

ARTICLE 17: AMEND ZONING BY-LAW – DEFINITIONS

To see if the Town will vote to amend the Needham Zoning By-Law, Section 1.3 Definitions, by adding the following term and definition in appropriate alphabetical order as follows:

"Studio - premises used by a professional artist as a workroom and/or as a workplace where art is taught to, practiced by, or studied with others."

Or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: Under Sections 3.2.1, 3.2.2 and 3.2.3.1(s) of the Needham Zoning By-Law accessory uses are permitted in single or two-family dwellings in most residential districts (excluding apartment districts) and in industrial districts and neighborhood business districts. One of those permitted accessory uses is defined as the "[u]se of a room or rooms in a single or two-family dwelling as an office or studio by a resident professional person provided not more than one other person is regularly employed therein in connection with such use and that not more than 25% of the gross floor area, not in excess of 600 sq. ft., is regularly devoted to such use. Under the By-Law, an artist is defined as a professional. However, unlike other professionals with offices, who are unrestricted as to having clients, patients, customers or others visit their offices, the By-law does not make explicit the right of artists to utilize the "studio" for working with clients, customers, students and fellow artists.

The proposed amendment seeks to provide parity across the professional class by providing a definition for the term "studio" in the Zoning By-Law. The word "studio" is derived from the Italian "studio" and from the Latin "studium" for "studere", meaning study. The term is commonly defined as a place where the professional artist is dedicated to the continuing education of his/her craft, including the education, instruction and training of his/her apprentices and students.

ARTICLE 18: AMEND ZONING BY-LAW – DIMENSIONAL REGULATIONS

To see if the Town will vote to amend the Needham Zoning By-Law, Section 4.1 Basic Requirements, Subsection 4.1.3, Reduction of Area and Frontage Requirements, by revising the paragraph, so that the entire subsection shall now read as follows: (new language underlined):

"4.1.3 Reduction of Area, Frontage, and Setback Requirements

No lot shall be reduced in area or frontage if it already has or will be caused to have less area or frontage than required by this section, except by a taking by eminent domain or a conveyance for a public purpose. Such lots reduced in area or frontage by a taking by eminent domain or a conveyance for a public purpose shall be entitled to the protections afforded by statute and in this By-Law to pre-existing nonconforming lots. Further, if an existing structure is rendered nonconforming as to setback (or more non-conforming as to setback) by a taking by eminent domain or conveyance for a public way or access way or by the approval of a subdivision way for a third party, said structure shall be entitled to the protections afforded by statute and in this By-Law to pre-existing nonconforming structures."

Or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: This provision clarifies that a lot reduced in area or frontage by public action is entitled to grandfathered protection. It further clarifies that similar public actions that reduce the setback of preexisting structures on the lot to public or private ways are similarly entitled to grandfathered protection.

ARTICLE 19: AMEND ZONING BY-LAW – OFF-STREET PARKING REQUIREMENTS

To see if the Town will vote to amend the Needham Zoning By-Law, Section 5.1 Off-Street Parking Requirements, Subsection 5.1.3 Parking Plan and Design Requirements, by modifying the first Sentence of Section 5.1.3 (a) Parking Lot Illumination by deleting the words "at least one foot candle" and replacing them with the words "an average of one foot candle" so that the sentence shall now reads as follows:

"(a) Parking Lot Illumination – All parking areas which are proposed to be illuminated shall provide an illumination level of an average of one foot candle."

Or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: This is a clarifying amendment so that the language of the By-Law is consistent with both Planning Board practice and with photometric design principles. Presently, the By-Law requires all parking areas which are proposed to be illuminated to provide an illumination level of at least one foot candle. The proposed amendment reduces the illumination standard for parking areas from "at least one foot candle" to "an average of one foot candle" reflective of historical Planning Board practice.

GENERAL ARTICLES / CITIZENS' PETITIONS / COMMITTEE ARTICLES

ARTICLE 20: AMEND GENERAL BY-LAW

To see if the Town will vote to amend the General By-laws by:

1. Renumbering Section 3.1.12 to 2.2.5.5;
2. Renumbering Sections 3.1.13, 3.1.13.1, 3.1.13.2 and 3.1.13.3 to 2.2.5.6, 2.2.5.6.1, 2.2.5.6.2 and 2.2.5.6.3;
3. Inserting a new Section 3.1.12 as follows: "Discharge of Bow and Arrows. No person shall discharge bow and arrow within the limits of any park, playground, public way, public building or other property except with the consent of the Board of Selectmen, or hunt by bow and arrow on any private property except with the written consent of the property's owner or legal occupant.";
4. Deleting Section 3.1.14 and inserting a new Section 3.1.13 as follows: "Fines. Whoever violates the provisions of Section 3.1 shall be punished by a fine not exceeding fifty dollars ($50.00) for each offense unless otherwise provided.";
5. Amending the fine schedules in Sections 8.2.2.4 B, G, I, J, L, N, O, P and Q to $50 per offense;

6. Amending the fine schedules in Section 8.2.2.4 C and I from $20 and $35 per offense, respectively, to : "First Offense - $50, Second offense - $100, Third Offense - $200, Fourth and Subsequent Offenses - $300";
7. Deleting Sections 8.2.2.4 D and E and renumbering subsequent sections accordingly;
8. Inserting a new Section 8.2.2.4 S as follows: "Discharge of Bow and Arrow (Section 3.1.12) Fine Schedule: "First Offense - $50, Second offense - $100, Third Offense - $200, Fourth and Subsequent Offenses - $300."
9. Deleting Section 8.2.2.4 S and inserting a new Sub-Section 8.2.2.8 C as follows: "Enforcement Agent: Any DPW Supervisor, Water Emergencies: Violations (Sub-Section 2.2.5.5) Fine Schedule: $50 per offense", and renumbering the subsequent subsections accordingly;
10. Deleting Section 8.2.2.4 V and inserting a new Sub-Section 8.2.2.8 D as follows: "Enforcement Agent: Fire Chief, Private Ways (Sub-Section 2.2.5.6) Fine Schedule: $50 per offense" and renumbering the subsequent subsections accordingly;

or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article Information: The intent of this article is twofold. First, the article would create a provision to regulate bow and arrow hunting on public property in Needham. Currently, the General By-law regulates the discharge of a firearm on public property, but not the discharge of bow and arrows. Second, the article makes adjustments to the structure of the non-criminal disposition provisions of the By-law – increasing several fines, correcting section references, and arranging several categories in a more logical manner.

ARTICLE 21: HOME RULE PETITION - OFF-PREMISES SALE OF ALCOHOL

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court, in compliance with Clause (1), Section 8 of Article LXXXIX of the Amendments of the Constitution, to the end that legislation be adopted precisely as follows. The General Court may make clerical or editorial changes of form only to the bill, unless the Town Manager approves amendments to the bill before enactment by the General Court. The Town Manager is hereby authorized to approve amendments that shall be within the scope of the general public objectives of this petition.

AN ACT RELATIVE TO AUTHORIZING THE TOWN OF NEEDHAM TO AUTHORIZE THE SALE OF ALL ALCOHOLIC BEVERAGES NOT TO BE DRUNK ON THE PREMISES UNDER ARTICLE OF AMENDMENT XLIX.

SECTION 1. Notwithstanding section 11 of chapter 138 of the General Laws or any other general or special law to the contrary, the board of selectmen of the town of Needham shall cause to be placed on the ballot at a regular or special election the following question:-

"Shall the licensing authority in the town of Needham be authorized to grant licenses for both the sale of all alcoholic beverages in packages not to be drunk on the premises and the sale of wine and malt beverages in packages not to be drunk on the premises?"

Below the ballot question shall appear a fair and concise summary of the ballot question prepared by the town counsel and approved by the board of selectmen.

SECTION 2. If a majority of the votes cast in answer to that question is in the affirmative, the Town of Needham shall be taken to have authorized the granting of licenses for the sale of all alcoholic beverages not to be drunk on the premises and the sale of wine and malt beverages not to be drunk on the premises subject to the following:

The number of licenses shall be limited to six. Commencing on January 1, 2018 the number of licenses shall be limited to eight but at no time shall there be in effect more than six such licenses for the sale of all alcoholic beverages. The remaining licenses shall be limited to the sale of wines and malt beverages.

The licensing authority may establish the days and hours during which the license may operate.

Except as otherwise provided herein, such licenses shall be subject to the provisions of said chapter 138.

SECTION 3. This act shall take effect upon its passage.

Or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article Information: The purpose of this home rule petition is to seek permission from the Legislature to allow the Town to place a question on the ballot at a Town election authorizing the off-premises (retail) sale of alcoholic beverages. The proposal would allow six licenses, each of which could be issued for all alcoholic beverages or for just beer and wine. In 2018, two additional licenses will be authorized. At no time would the town be able to issue more than six full licenses for the sale of all alcoholic beverages. Prior to the referendum date, and after a public hearing, the Selectmen expect to develop proposed regulations and work with the Planning Board and Board of Health on issues such as restrictions on hours of operation, location, the appropriate types of premises (e.g. not convenience stores), and other issues as needed.

ARTICLE 22: PESTICIDE FREE ZONE ON LAND OWNED OR MANAGED BY THE TOWN OF NEEDHAM

To see if the Town of Needham will vote to transition away from the use of herbicides and pesticides* on land owned, managed or leased by the Town of Needham. Within two years The Town of Needham will take the next step in reducing pesticide use on town owned property by instituting a no-use policy concerning chemical synthetic herbicides and pesticides as defined by the Federal Insecticide, Fungicide, and Rodenticide Act. Included in the no-use policy are fertilizers known as weed 'n feed products which contain herbicides and pesticides.

Needham owned, managed and leased land includes but is not limited to school grounds and playing fields, town commons and parks as well as conservation land and The Needham Community Farm. It also includes the grounds of The Needham Town Hall, The Needham Public Library, The Needham Senior Center and the town building facilities and the berms along town sidewalks.

There will be an exemption for emergency outbreaks of stinging or biting insects.

A Standing Committee will be created to study and implement a Best Practices Policy and Manual of land care and landscaping policy for the Town of Needham. The Committee is to be made up of five

Needham residents plus one elected or appointed official from the Conservation Commission, School Committee, and Board of Health, Park and Recreation. The Committee will meet at least four times a year.

The Standing Committee will create A Best Practices Manual for Land Care which would include the following practices: soil testing, the use of organically certified soil amendments, compost and compost tea. Approved bio-pesticides may be considered for use.** Cultural practices will be included: using the appropriate height for lawn mowing, planting of clover, what to do with grass clippings, the use of carbon neutral machinery in landscaping and the use of water savings measures. Landscape design will consider lawn size and placement, fertilizer use and the use of water recycling and rain gardens.

The Committee will create educational forums and materials to implement the Best Practices for Land Care Manual and no-use pesticide policy and educate Needham residents and employees of the Town of Needham on these topics.

*Pesticide, as defined in FIFRA section 2(u) (PDF) (109 pp, 288k), means: any substance or mixture of substances intended for preventing, destroying, repelling, or mitigating any pest; any substance or mixture of substances intended for use as a plant regulator, defoliant, or desiccant; and any nitrogen stabilizer. It includes pesticides, herbicides, insecticides, rodenticides, and fungicides.

**FIFRA exemption of minimal risk pesticides http://www.epa.gov/PR_Notices/pr2000-6.pdf Products which contain certain low-risk ingredients, such as garlic and mint oil, have been exempted from Federal registration requirements, although State regulatory requirements may still apply.

INSERTED BY: Citizens' Petition – Susan W. Abbott et.al.
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: This article, submitted by citizens' petition, seeks to eliminate entirely the use of herbicides and pesticides on land owned, managed, or leased by the Town of Needham. The article would create a committee to study and implement a best practices policy and manual for land care. The Town of Needham has adopted and currently follows an Integrated Pest Management (IPM) policy to guide pesticide use on land that is managed by the Town. Under the terms of that policy, pesticides are used only as a last resort, and only within specific guidelines. A link to the IPM policy is available at www.needhamma.gov/townmeeting.

ARTICLE 23: CITIZENS' PETITION – CITIZENS UNITED RESOLUTION

To see if the Town will vote the following resolution;

Whereas, the expenditure of excessive and unlimited money in the political realm is a threat to our local self determination, our local aid from both the state and federal government, our local economy and is an obstruction to our individual, free, and fair participation in our electoral and governing processes and

Whereas, the U.S. Supreme Court 5:4 ruling on January 21, 2010 in Citizens United v. Federal Election Commission rolled back remaining legal limits on corporate spending in the electoral process, allowing unlimited corporate spending to influence elections, candidate selection, and policy decisions, and thereby drowning out the voice of "We the People" and threatening citizens constitutional right of self-governance.

Now, therefore, let it be resolved that this Town Meeting calls upon the Massachusetts congressional delegation to support an amendment to the US Constitution that would overturn the Supreme Court decision in this matter.

Be it further resolved that this Town Meeting calls upon our State Legislature to seek the support of our federal delegation for the amendment and to support the amendment if Congress sends it to the states for ratification.

INSERTED BY: Stacie Shapiro et.al.
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: This article, submitted by citizens' petition, seeks a Town Meeting resolution calling upon Needham's representatives in Congress and in the State Legislature to support an amendment to the United States Constitution. Such an amendment would overturn the U.S. Supreme Court's decision in the case of Citizens United v. Federal Election Commission. In the Citizens United case, the Supreme Court determined as unconstitutional provisions of a Federal law prohibiting corporations and unions from using their general treasury funds to advocate for the election or defeat of a specific candidate. The decision is seen as a departure from prior legislation and precedent supporting Congressional authority to treat corporations and unions differently than individuals with respect to election financing. The proposed constitutional amendment would restore the power of Congress in this area. A link to the Supreme Court's decision is available at www.needhamma.gov/townmeeting.

COMMUNITY PRESERVATION ACT ARTICLES

ARTICLE 24: APPROPRIATE FOR ARTIFACT STORAGE UPGRADE / NEEDHAM HISTORICAL SOCIETY

To see if the Town will vote to raise and/or transfer and appropriate the sum of $25,000 for historic artifact archiving, to be spent under the direction of the Town Manager, said sum to be transferred from the Historic Resources Reserve; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Needham Historical Society holds a large volume of artifacts of historic value to Needham, representing its commercial and social history. This request for $25,000 would permit the Historical Society to hire a part-time archivist to work with volunteers to re-organize and properly store the artifacts, and create a computerized catalog that will provide for easier access to the artifacts. The information, including photos, may eventually become available on-line for public viewing.

ARTICLE 25: APPROPRIATE FOR SOUTH STREET HOME / CHARLES RIVER ARC

To see if the Town will vote to raise and/or transfer and appropriate the sum of $500,000 for the construction by the Charles River Center of a 3,000 square foot accessible home for individuals with disabilities, to be spent under the direction of the Town Manager, and that $485,000 be transferred from the Community Housing Reserve, and $15,000 be transferred from the Community Preservation General Reserve; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The Charles River Center (formerly Charles River ARC) has recently purchased property on South Street and is seeking funding to construct a group home for five to six adults with developmental disabilities. The request is for $500,000. The Charles River Center has already purchased the property and is using architectural designs created for a group home being built in another community. If approved, this project would increase the Town's number of low-income affordable units by five.

ARTICLE 26: APPROPRIATE FOR HERITAGE PROJECT / HISTORICAL INVENTORY

To see if the Town will vote to raise and/or transfer and appropriate the sum of $25,000 for the development of the historic homes inventory, to be spent under the direction of the Town Manager, said sum to be transferred from the Historic Resources Reserve; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Needham Historical Commission has previously received CPA funding which added 39 properties to the local historical inventory of homes and properties. This request for $25,000 would assist the Commission with the research and paperwork to add additional properties. The Commission will also undertake the task of updating the forms from the original list, as they were handwritten several decades ago.

ARTICLE 27: APPROPRIATE FOR TOWN OF NEEDHAM HISTORICAL VITAL RECORDS PRESERVATION

To see if the Town will vote to raise and/or transfer and appropriate the sum of $30,000 for preservation and conservation of vital records of the Town, to be spent under the direction of the Town Manager, said sum to be transferred from the Historic Resources Reserve; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Office of the Town Clerk is charged with the retention and preservation of vital records including births, marriages and deaths. Since 1919, the records have been bound each year, but there are still records that pre-date this time frame that need to be properly preserved. This request of $30,000 will preserve the documents in bound books, photograph the documents, and create an electronic record.

ARTICLE 28: APPROPRIATE TO COMMUNITY PRESERVATION FUND

To see if the Town will vote to hear and act on the report of the Community Preservation Committee; and to see if the Town will vote to appropriate a sum pursuant to M.G.L. Chapter 44B from the estimated FY2013 Community Preservation Fund revenues, or to set aside certain amounts for future appropriation, to be spent under the direction of the Town Manager, as follows:

Appropriations:

A. Administrative and Operating Expenses of the Community Preservation Committee	$82,000

Reserves:

B. Community Preservation Fund Annual Reserve	$1,023,160
C. Community Housing Reserve	$233,420
D. Historic Resources Reserve	$0
E. Open Space Reserve	$233,420

or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Town Meeting and the voters approved the Community Preservation Act in 2004. The Fund receives monies through a 2.0% surcharge on local real estate property tax bills with certain exemptions. Adoption of the Act makes the Town eligible to receive additional monies on an annual basis from the Massachusetts Community Preservation Fund. Any expenditure from the Community Preservation Fund must be both recommended by the CPC and approved by Town Meeting. The law requires that at least 10% of the revenue be appropriated or reserved for future appropriation for each of the following purposes: community housing, historic preservation and open space. The Town traditionally sets aside 11% to account for any changes to the revenue estimate or State match that may occur during the year. Up to 5% of the annual revenue estimate may be utilized for the administrative and operational expenses of the Community Preservation Committee. At the end of the fiscal year, unspent administrative funds return to the CPA Annual Reserve. In addition to the projects proposed to be funded through reserves under Articles 24 through 27, the CPC recommends approval for 11% to be appropriated to the Community Housing Reserve and the Open Space Reserve. Allocation to the Historic Reserve is satisfied by the payment of the debt for the Town Hall project which is included in the motion to appropriate the Operating Budget under Article 10. The CPC also recommends an appropriation of approximately 5% for administrative and operating expenses.

CAPITAL ARTICLES

ARTICLE 29: RESCIND DEBT AUTHORIZATIONS

To see if the Town will vote to rescind a portion of certain authorizations to borrow, which were approved at prior town meetings, where the purposes of the borrowing have been completed, and/or it was unnecessary to borrow the full authorization:

Project	Town Meeting		Article	Authorized	Rescind
Library Project	2003	ATM	30	$15,700,000	$3,043,503
Parking Lot Dedham Avenue	2002	STM (N)	14	$180,000	$9,500
Mitchell School Roof Repair	2006	STM (N)	12	$700,000	$11,400
Total					$3,064,403

or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: When a project is financed by borrowing, the project has been completed, and all the bills have been paid, the balance of the authorization that was not borrowed can be rescinded. A Town Meeting vote to rescind the balance of a borrowing prevents any further borrowing for the project, and frees up borrowing capacity. In some cases, the full appropriation for a project is not required, due to monies received from other sources, changes in scope, cost saving measures, or favorable bids.

ARTICLE 30: APPROPRIATE FOR GENERAL FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate a sum for General Fund Cash Capital, to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto:

General Fund	Description	Recommended	Amendment
Community Services	Athletic Facility Improvements	$ 207,500	
Community Services	DeFazio Fields Resodding	$ 90,000	
Community Services	Rosemary Camp Trail Improvement	$ 50,000	
General Government	Desktop Virtualization	$ 130,000	
General Government	Network Hardware, Servers & Switches	$ 30,000	
Public Facilities	Core Fleet	$ 50,318	
Public Facilities	Energy Efficiency Upgrades	$ 34,815	
Public Facilities	Facilities Maintenance Program	$ 450,000	
Public Safety	Structural Fire Fighting Gear	$ 40,000	
Public Safety	Deputy Chief of Operations Vehicle	$ 35,000	
Public Schools	Technology & Equipment	$ 828,000	
Public Schools	School Administration Building Study	$ 30,000	
Public Works	Core Fleet	$ 315,000	
Public Works	Snow & Ice Equipment	$ 171,000	
Public Works	Large Specialty Equipment	$ 271,500	
Public Works	Small Specialty Equipment	$ 41,000	
	Total Appropriation	$ 2,774,133	

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information:
Athletic Facility Improvements *The Department of Public Works and Park and Recreation Departments have developed a maintenance plan for all fields, which includes new or total reconstruction, partial*

renovation, irrigation, drainage improvements, and equipment replacement or repair (bleachers, fences/backstops, player benches and miscellaneous equipment) for multi-use fields and ball diamonds. Projects planned for fiscal year 2013 include new fabric and repairs on both backstops and fencing at Claxton Field, installation of an irrigation system for Greene's Field, installation of bleachers and a bleacher pad for Claxton Diamond #2, installation of an irrigation system for Claxton Field, and installation of an irrigation system for the Pollard School multi-purpose field.

DeFazio Field Re-Sodding *This capital request is for field improvements at the DeFazio Complex. The Healy and Warner fields were seeded twice during the Fields of Dreams project. After two seeding applications, the grass still did not fill in. As a result, the fields have taken almost entirely to weeds (large and smooth crabgrass and white clover). The best option to ensure safety and playability is to sod the fields with Kentucky Bluegrass, similar to what was done on the other two fields at DeFazio – Conroy and McLeod.*

Rosemary Trail Improvement Design *The trail system that begins in the parking lot at Rosemary Pool and extends through the camp property and over to Nehoiden Street is used on a daily basis by residents. The beginning section is in the most urgent need for restoration; however, there are other areas of concern, particularly along the steep stretch adjacent to the lake. A portion of this project will be completed by volunteers, and only the larger portions requiring construction will need to be performed by a contractor. This appropriation would fund the design and permitting phase of the project. It is anticipated that the construction portion will be in the $100,000 range.*

Desktop Virtualization *This request is for virtualizing approximately 100 employee workstations by adding additional licenses and hardware. Licensing would also be purchased to enable certain users to access their workstations remotely. All of the applications used by employees (e.g. Microsoft Office, Adobe Acrobat, Internet Explorer, etc.) are stored on servers controlled by the Information Technology Center (ITC). Any specific application is then served to the employee's desktop through the network. Because the applications are bundled in one location, the ITC Network Manager can more efficiently and productively roll-out upgrades, allowing for consistent versions of software. Virtualization will help make existing staff more productive and help to support the growing demands of the current workforce. Workstation support is more streamlined because issues with applications served out to the workstations are managed in the ITC, and only serious hardware issues will need to be addressed at the employee workstation. The hardware that is used by employees at their desks can be replaced at a lower cost than current workstation hardware.*

Network Servers And Switches *The request is to replace older servers, application and data, with newer, faster, and more energy-efficient models. This can also include the replacement of the spam filter, virus firewall, and Internet filtering. The request includes funding for the replacement of older network switches to connect buildings, departments, and workstations throughout the Town. Newer models of both servers and switches will be better able to take advantage of the Town fiber and increase the speed of data within the Town's fiber network. Not replacing or updating this equipment can have a negative impact on email, financial applications, internet access, and data accessibility.*

Public Facilities Core Fleet *The Core fleet consists of passenger vehicles such as sedans and wagons, vans, pick-up trucks, small dump trucks, and utility trucks. Unless circumstances require otherwise, the vehicle scheduled to be replaced in FY2013 is a 2001 Ford F-450 Rack Body Truck that is primarily used for grounds keeping services, trash runs, moving School and Town property (e.g. setting up the stage for the High School graduation).*

Unit	*Division*	*Year*	*Description*	*Miles*	*Cost*
703	*PFD*	*2001*	*Ford F-450/Grounds Rack Body Truck*	*50,952*	*$50,318*

Public Facilities Energy Efficiency Upgrade Improvements *The results of a recent energy efficiency upgrade study indicate that if the Town makes an initial investment for energy upgrades in the ten buildings identified in the study, the cost of these upgrades will be recovered through energy savings within five years. Projects proposed for FY2013 include replacing the exterior lighting at Hillside School. The lighting consists of high intensity discharge lamps and will be replaced with induction lighting. Similar work will be performed at the Mitchell School, along with improved insulation levels in the attic.*

Public Facilities Maintenance Program *This project funds annual maintenance of Town and School public buildings including but not limited to: asbestos abatement, small equipment replacement, duct cleaning, painting, and other repairs and upgrades. Funding in fiscal year 2013 is intended for duct cleaning at the A & B Buildings of the High School, asbestos abatement at the Mitchell School, flooring replacement at the Broadmeadow School and the Library, and xeriscaping at the High School. Additional work planned for the Hillside School will include remediation of flooding issues, upgrades to the boiler room, repair to the floor and stairs, and upgrading of AC units. At the Mitchell School, repairs to gutters and downspouts, fuel oil containment work (or conversion to natural gas), handrail upgrades, and egress analysis will be performed.*

Structural Firefighting Gear *Structural firefighting protective gear has a life expectancy of 10 years depending on exposure and wear. The Fire Department is requesting replacement of this gear for twenty (20) firefighters who will be using gear that is over 11 years old at the time of replacement.*

Deputy Chief Vehicle/C-3 *This request is to replace a 2004 Ford sedan that is used daily by the Deputy Chief of Operations. Currently the vehicle has over 56,000 miles, and at the time of replacement is estimated to have over 70,000 miles of service. At the time of replacement, the vehicle will be nine years old, up to two years beyond its scheduled replacement. A new vehicle will be purchased and put into service as C-1. The current C-1 will then be passed down to replace C-3.*

Unit	*Division*	*Year*	*Description*	*Miles*	*Cost*
C-3	*Fire*	*2004*	*Crown Victoria/Replace with SUV*	*56,500*	*$35,000*

School Furniture, Musical Instruments, And Graphic Arts Equipment *The School Furniture Replacement Program began in fiscal year 2005 and is geared toward replacing furniture in school facilities which are not scheduled to undergo capital renovation/ addition projects in the near future (Hillside, Mitchell, Newman and Pollard). In these schools, furniture is 10-20+ years old and in a state of disrepair after decades of heavy use. By FY2015, all furniture in 'poor' condition will have been replaced at all four schools. The FY2013-FY2017 funding request begins the replacement of furniture in fair condition at these schools.*

Fiscal year 2013 represents the eighth year of the musical equipment replacement cycle. The scheduled replacements in FY2013 are additional middle school percussion instruments, additional string instruments, and assorted elementary school Orff percussion instruments. The purpose of the program is to replace musical instruments, especially large string instruments and pianos, which are over 25 years old. After decades of heavy use, many of the School Department's string instruments are no longer usable or repairable. The older pianos, while still usable, are becoming increasingly costly to repair and maintain. Although students do purchase some of the less expensive instruments (clarinets, trumpets, etc.), a quality band and/or orchestra program needs to ensure balanced instrumentation to deliver the proper musical experience required by the curriculum.

Fiscal year 2013 is the first year of a request to establish an equipment replacement cycle for the Graphics Production Center at Needham High School. Although the Center received new equipment during the

recent renovation at the High School, the School Department has determined that an ongoing source of funding is needed to sustain and update program equipment. During the summer of 2011, a complete inventory analysis of all equipment was completed. The equipment proposed for replacement in fiscal year 2013 includes a screen print dryer and wide format printer.

Interactive Whiteboard Technology And Technology Replacement *This interactive whiteboard project would fund the purchase and installation of interactive technology (SMART and Mimio boards) at Needham schools. The funding requested for interactive whiteboards includes the completion of the SMART Board purchase and installation at the Newman School to coincide with the return to the renovated building. Included in this purchase for Newman are 11 additional SMART Boards as well as the permanent installation of 23 existing boards and the purchase and installation of wall-mounted short throw projectors. In addition to the completion of Newman, interactive whiteboards will be added at Broadmeadow (1), Hillside (1), and Pollard (2) to advance the District's inventory towards its goal of full interactive whiteboard implementation for grades one through twelve.*

The School technology replacement program includes the replacement of 300 teacher, administrator, student, lab and laptop computers that have reached or are functioning beyond the end of their seven-year lifecycle: 169 of these computers are for teachers and administrators throughout the district; 68 are for classroom computers at Broadmeadow, Eliot, Mitchell, and Newman; and at Pollard there is a cart with 30 laptops that is being replaced. Although the majority of the computers being purchased are for the elementary schools and Pollard, FY2013 represents the first year of replacement of computers and LCD projectors that have reached the end of their lifecycle at the High School. The replacement of the High School technology will be phased in over five years. Funding in FY2013 would support 75 teacher and administrator computers, included in the previous count of 169 teacher and administrator computers, as well as 33 student laptop computers in the library. Also included in the replacement cycle are 10 LCD projectors.

Beyond the 300 teacher, administrator, student, lab and laptop computers mentioned above, this request also includes the replacement of two district data servers that are housed at the ETC. These servers have been running 24/7 for three and four years and will be repurposed to less critical functions for two and three years respectively. Also in this category is the replacement of eight UPS batteries that support critical servers throughout the district. Replacement of 19 printers across the district is also included within the technology replacement cycle. The request also includes funding for the impact of conversion to Lion, Apple's new operating system.

School Administration Building Study *This funding will support a feasibility study of the renovation of Emery Grover and a lease/purchase alternative to the building renovation. The Emery Grover School Administration Building is in need of additional office and storage space as well as extensive repair and modernization. The Town Facilities Master Plan had estimated the renovation cost at $11.4 million in 2008 dollars. The scope of the original renovation was to reorganize the layout of offices, make the building fully ADA accessible, remove remaining asbestos and lead paint, replace deteriorating systems, and allow for full utilization of all four floors. The feasibility study will include studying options in the marketplace as well as alternatives for the Emery Grover Building.*

Public Works Core Fleet *The Core fleet consists of passenger vehicles such as sedans and wagons, vans, pick-up trucks, small dump trucks, and utility trucks. Unless circumstances require otherwise, the vehicles scheduled to be replaced in FY2013 include:*

Unit	*Division*	*Year*	*Description*	*Miles*	*Cost*
45	*Engineering*	*2006*	*Ford E-150/8 Passenger Van*	*52,990*	*$25,000*
43	*Highway*	*2007*	*Ford F-350/4WD Pick-up*	*51,354*	*$52,000*

39	*Highway*	*1999*	*Ford F-350/One Ton Dump Truck*	*102,062*	*$67,000*
8	*Highway*	*1996*	*IH S4900/6 Wheel Dump Truck*	*45,520*	*$171,000*

Snow and Ice Equipment *This request will provide funding for equipment used primarily in the Snow and Ice Program. Unless circumstances require otherwise, the vehicles and equipment proposed for replacement in FY2013 are as follows:*

Unit	*Division*	*Year*	*Description*	*Miles*	*Cost*
8A	*Highway*	*1988*	*10 Ft. Material Spreader*	*N/A*	*$31,000*
111	*Highway*	*1995*	*Trackless Sidewalk Tractor*	*N/A*	*$140,000*

Large Specialty Equipment *Public Works specialty equipment consists of power-assisted equipment or other specialized tools used by the Department in the performance of its work. Unless circumstances require otherwise, the vehicles scheduled to be purchased in FY2013 include:*

Unit	*Division*	*Year*	*Description*	*Miles*	*Cost*
181	*Highway*	*1998*	*Elgin Pelican Sweeper*	*N/A*	*$210,000*
New	*Parks*	*New*	*Groundmaster Mower*	*N/A*	*$61,500*

Small Specialty Equipment *This program provides funding to purchase new and replace existing Public Works specialty equipment. This equipment is critical for the efficient operation of the Department's maintenance programs. The purchase of this equipment will increase productivity and expand the use of maintenance dollars. Unless circumstances require otherwise, the equipment scheduled to be replaced in FY2013 includes:*

Unit	*Division*	*Year*	*Description*	*Miles*	*Cost*
254	*Parks*	*1989*	*Brush Chipper*	*N/A*	*$41,000*

ARTICLE 31: APPROPRIATE FOR PROPERTY ACQUISITION

To see if the Town will vote to raise and/or transfer and appropriate the sum of $630,000 for acquisition of the real property known as 37-39 Lincoln Street, and associated improvements thereto, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The acquisition of the property at 37-39 Lincoln Street will contribute to the availability of surface parking in the downtown, which is seen as critical for implementation of mixed use redevelopment goals. The parcel is immediately adjacent to the Chestnut Street/Lincoln Street municipal lot, and will add approximately 26 parking spaces. The net increase in parking spaces will be impacted by future redesign of the Chestnut Street/Lincoln Street parking lots and the on-going evaluation of the "buddy parking" system. In October, 2011 the Finance Committee approved a Reserve Fund Transfer request in the amount of $25,000 to secure the property until the 2012 Annual Town Meeting.

ARTICLE 32: APPROPRIATE FOR FIRE LADDER TRUCK

To see if the Town will vote to raise and/or transfer and appropriate the sum of $750,000 for the acquisition of a Fire ladder truck, to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This request is to replace Engine #3, which is a 1994 "Quint" model truck (combination pumper/ladder). At the time of replacement, this vehicle will be over 20 years old, two years past its scheduled replacement. This is a front line emergency response vehicle, and is a vital component of the Fire Department's emergency services operation. This is a versatile piece of apparatus that is capable of providing many functions at an emergency.

ARTICLE 33: APPROPRIATE FOR PUBLIC WORKS INFRASTRUCTURE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $600,000 for improvements and repairs to the Town's infrastructure including but not limited to roads, bridges, sidewalks, intersections, drains, brooks and culverts, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information:
Street Resurfacing: *This program is essential to improve the structural and surface integrity of the Town's network of accepted streets. The primary strategy of this program is asphalt paving and incidental work. Incidental work may include asphalt berm curb, new grass shoulders, corner reconstruction including handicapped ramps, minor drainage improvements, street sign replacement, traffic markings and signs. Applying this repair strategy in a timely manner will extend the useful life of the roadway for up to 15 years. The requested street resurfacing funding in FY2013 is $296,000.*

Traffic Signal & Intersection Improvements: *This program funds traffic signal improvements and intersection improvements and new traffic signal installations where none currently exist. No funding is proposed in FY2013 in this category.*

Combined Sidewalk Program: *This program funds extraordinary repairs and improvements to the network of sidewalks throughout the community. There are over 160 miles of accepted sidewalks in Needham. Over half of the Town's sidewalks do not comply with current recommended standards and require improvements including the installation of handicapped ramps. The requested Combined Sidewalk Program funding in FY2013 is $279,000.*

Storm Drain Capacity Improvements: *This program provides funding to improve roadway drainage capacity. The Stormwater Master Plan identified a number of areas throughout Needham where improvements are required to resolve flooding problems and illicit discharge. Locations for improvements have been prioritized within the plan. Since the issuance of this report, numerous multi-unit developments have been built or planned in the Town. These developments incorporate new roads with drainage*

structures and roof or sump connections which are then connected to existing Town systems. These new connections have increased the load on the Town's drainage system and causes flooding in some areas. No funding is requested in this category for FY2013.

Brooks and Culverts – Repair and Maintenance: *This program addresses the issue of flooded and poorly draining brooks, streams, waterways and culverts throughout the Town that have been severely damaged by heavy rains/storms over many years. Prior funding has funded cleaning and debris removal. Recent flooding caused the failure of retaining walls. Brooks have become silted, allowing the overgrowth of vegetation that has impacted the level of the water flows and resulting in the loss of useable abutting property and flooded basements. Projects proposed for FY2013 include the continued wall repair along Rosemary Brook in the amount of $25,000.*

ARTICLE 34: APPROPRIATE FOR DPW COMPLEX RENOVATIONS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $580,000 for engineering and construction of eight garage bays and associated site improvements at the DPW Complex, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: Planning for renovations to the DPW Complex began in 2005 following the DiNisco Design Partnership study of several Town facilities. Planning for the garage space needs continued during the construction of the Public Services Administration Building. The Norfolk County Engineering Department recently completed its survey to determine the property lines for the parcel. Several draft site plans were created resulting in a general location for the proposed garage. The proposed project consists of an eight-bay garage to be built north of the existing DPW Building and adjacent to the existing salt shed. The proposed structure will be a pre-fabricated building 60 feet wide by 160 feet long, consisting of eight 20' by 60' bays. The garage will consist of a 14 foot high steel superstructure on top of a four foot high concrete wall foundation (the overall height will be 18 feet) on a concrete slab. The structure will provide storage space for public works equipment and vehicles.

ARTICLE 35: APPROPRIATE FOR RTS ENTERPRISE FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate a sum for RTS Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, said sum to be transferred from RTS Enterprise Fund retained earnings; or take any other action relative thereto:

Group	Description	Recommended	Amendment
RTS	Large Specialty Equipment	$ 175,200	
	Total Appropriation	$ 175,200	

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information:
Large Specialty Equipment *Public Works specialty equipment consists of power-assisted equipment or other specialized tools used by the Department in the performance of its work. Unless circumstances require otherwise, the vehicles scheduled to be replaced in FY2013 include:*

Unit	*Division*	*Year*	*Description*	*Miles*	*Cost*
53	*RTS*	*1992*	*Roll-Off*	*65,012*	*$175,200*

ARTICLE 36: APPROPRIATE FOR SEWER ENTERPRISE FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate a sum for Sewer Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, said sum to be transferred from Sewer Enterprise Fund retained earnings; or take any other action relative thereto:

Group	Description	Recommended	Amendment
Sewer	Small Specialty Equipment	$ 34,000	
Sewer	Core Fleet	$ 33,100	
Sewer	Infiltration & Inflow Program	$ 550,000	
Sewer	SCADA System	$ 30,000	
	Total Appropriation	$ 647,100	

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information:
Small Specialty Equipment *This program provides funding to purchase new and replace existing Public Works specialty equipment. This equipment is necessary for the operation of the Department's maintenance programs. The purchase of this equipment will help to better manage the use of maintenance dollars. Unless circumstances require otherwise, the equipment scheduled to be replaced in FY2013 include:*

Unit	*Division*	*Year*	*Description*	*Miles*	*Cost*
170	*Sewer*	*2000*	*Trailer Mounted 4" Pump*	*N/A*	*$34,000*

Core Fleet *The Core fleet consists of passenger vehicles such as sedans and wagons, vans, pick-up trucks, small dump trucks, and utility trucks. Unless circumstances require otherwise, the vehicles scheduled to be replaced in FY2013 include:*

Unit	*Division*	*Year*	*Description*	*Miles*	*Cost*
11	*Sewer*	*2007*	*Ford F-150/2WD Pick-up Truck*	*48,370*	*$33,100*

Sewer System Infiltration and Inflow Program *This program supports the identification and removal of Infiltration and Inflow (I/I) in existing sewer systems. The requested funding for FY2013 is for the*

evaluation of infiltration, which is defined as groundwater or storm water runoff that enters the system through deteriorated pipe or manhole structures. On the basis of volume of flow and knowledge of local sewer system overflows (SSO) or basement flooding, an order of priority has been established to determine the scheduling of the engineering, design and remediation work. The highest priorities relate to locations of known surcharging with sewage overflow or release or basement flooding. The remediation proceeds in stages starting with the preliminary engineering, followed by the rehabilitation design and concluding with the rehabilitation construction.

Work in prior years has been undertaken in Areas 11, 14, 19-1, 22, 3, 4, 30, 31, 2, 24, 21L, 1, 16. The priority was based on areas that had recorded the highest levels of infiltration. The field work was conducted in 1984, and supplemented in 1986 and 1987. The study results are now approaching 25 years old. The earliest repair work that was undertaken is approaching 20 years old, and the remaining sections identified in the original study show significantly less I/I per length of sewer main. There is a strong probability that the original high leakage areas are contributing greater amounts of infiltration than the remaining sections left to repair as identified in the original study. Therefore, the study must be updated at this time to ensure effective expenditure of Town resources to address current infiltration and inflow. The components of the first phase of the study will include engineering ($240,000), permanent and portable flow meter installation ($210,000), and rented flow meters ($100,000). The components of a future phase of the evaluation will include engineering and closed circuit TV services.

Sewer SCADA System *The Department's goal is to provide a communication and alarm system to replace the current system that is outdated and unreliable. Currently there is no linked communication between or among pump stations. The goal is to collect data from the nine sewage pumping stations, then communicate that data to a central location (likely the West Street Pump Station), allowing for efficient management and control of the sewer pumping operations. This system will alert the appropriate emergency response for on-call personnel to remotely access the system, making changes to pump stations as necessary. The current alarm call system uses an outdated verbatim call box at the four major sewage pumping stations and a light and siren system at the five smaller stations. The verbatim system is programmed to call the Police Department dispatcher when an alarm condition has occurred, who then alerts the Sewer Division on-call person. The five smaller stations rely on neighbors to call the Police Department when an alarm occurs. This funding is for a feasibility study to determine the best mode of communication for the SCADA (Supervisory Control And Data Acquisition) system.*

ARTICLE 37: APPROPRIATE FOR WATER ENTERPRISE FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate a sum for Water Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, said sum to be transferred from Water Enterprise Fund retained earnings; or take any other action relative thereto:

Group	Description	Recommended	Amendment
Water	Core Fleet	$ 117,000	
Water	Filter Media Replacement	$ 72,500	
Water	System Rehabilitation Program	$ 99,300	

Group	Description	Recommended	Amendment
Water	Service Connections	$ 200,000	
Water	Fire Flow Improvements	$ 350,000	
	Total Appropriation	$ 838,800	

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information:
Core Fleet *The Core fleet consists of passenger vehicles such as sedans and wagons, vans, pick-up trucks, small dump trucks, and utility trucks. Unless circumstances require otherwise, the vehicles scheduled to be replaced in FY2013 include:*

Unit	*Division*	*Year*	*Description*	*Miles*	*Cost*
30	*Water*	*1999*	*Ford F-350/One Ton Dump Truck*	*67,128*	*$67,000*
40	*Water*	*2000*	*Ford F-350/Utility Pick-up*	*91,719*	*$50,000*

Filter Media Replacement *Filter media is used for manganese removal at the Charles River Water Treatment Facility. All four filters at the Treatment Facility were replaced with natural greensand in 2008. This program is intended to establish a five year replacement cycle for the replacement of the filter media, with a new synthetic product called Greensand Plus, a substitute for natural greensand. Greensand Plus is promoted as being able to withstand wider variations in operating conditions and therefore may reduce the frequency of media replacement, and reduce the need for the administration of potassium permanganate. The first year of funding for the five year cycle is fiscal year 2012*

Water System Rehabilitation Program *The annual Water System Rehabilitation Program draws from the recommendations of the Water System Master Plan. The master plan recommends that pipes 85 years or older be considered for replacement or relining. This list of older pipes is evaluated and prioritized, and then cross-referenced with work proposed for other utilities, road repairs, or reconstruction. Unless circumstances require otherwise, projects for FY2013 include engineering and design for the installation of a new eight inch pipe (2,500 linear feet) on Grant Street from Junction Street to Dedham Avenue.*
Water Service Connections *The primary purpose of this program is to remove old iron pipe water services that may contain lead from the water distribution system. Old water services are to be replaced prior to a road reconstruction/paving project. If the services are not replaced, an element of the subsurface infrastructure is susceptible to failure before the useful life of the reconstructed roadway has been realized. The FY2013 funding will provide approximately one year's value of water service replacements, which will fall in line with the road resurfacing program schedule.*

Water Fire Flow Improvements *The Water System Master Plan has identified a category of improvements for high priority action. The St. Mary Pump Station has four pumps located within the facility that are designed to pump potable water from the MWRA to supplement the Town's demand for water. Only two pumps are operable at the station, resulting in operation at a capacity less than that which is permitted (6.5 million gallons per day). The current pump station is equipped with an emergency auxiliary motor; however, it is preferable to have a standby generator similar to other pumping stations and the Charles River Water Treatment Facility. This request will provide the necessary improvements to meet future water demands, and ensure that the station has emergency back-up electrical power. The preliminary design of the station has been completed. The DPW is preparing to seek proposals for selection of a designer for the final design and the Owner's Project Manager (OPM) services. The costs of*

OPM services were not originally included in the budget for the project budget. $350,000 is being requested to cover the entire design and construction services for the OPM. A request for funding for the St. Mary Pump Station Improvement Project construction will be proposed for fiscal year 2014 at an expected amount of $5,070,000.

TOWN RESERVE ARTICLES

ARTICLE 38: APPROPRIATE FOR WORKERS COMPENSATION RESERVE FUND

To see if the Town will vote to raise and/or transfer and appropriate the sum of $125,000 to the Workers Compensation Reserve Fund, said sum to be raised from the Tax Levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The purpose of this request is to replenish the Workers' Compensation Fund which is the Town's reserve fund for paying workers' compensation claims of a prior year and for lump sum settlements up to the limit of the Town's reinsurance limit (for both School and General Government employees.) Typically, the source of funds for this account is any remaining balances in the workers compensation line item contained in the employee benefits and assessments budget. Due to increases in salaries and expenses over the past decade, and the resolution of several long-standing cases, the fund balance has been declining. The Town appropriated $494,288 to the fund at the 2011 Annual Town Meeting and the November 7, 2011 Special Town Meeting. The target balance for the fund is $1,000,000.

ARTICLE 39: ESTABLISH AND APPROPRIATE TO ATHLETIC FACILITY IMPROVEMENT FUND

To see if the Town will vote to establish a fund under the provisions of M.G.L. c, 40 Section 5B as amended by Section 14 of Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003 to be known as the Athletic Facility Improvement Fund. The purpose of this Fund is to allow the Town, from time to time, by appropriation, to reserve funds for the design, maintenance, renovation, reconstruction or construction of athletic facilities; and further to raise, and/or transfer and appropriate the sum of $282,728 to the fund; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This article seeks to create an athletic facility stabilization fund to set aside capital funds for renovation and reconstruction of the Town's athletic facilities, particularly Memorial and DeFazio, which were renovated as part of a remarkable public/private partnership at a cost of more than $7 million. Replacement of the synthetic turf fields is expected to be in the $1.6 to $1.8 million range in the coming years.

ARTICLE 40: APPROPRIATE TO CAPITAL IMPROVEMENT FUND

To see if the Town will vote to raise, and/or transfer and appropriate a sum to the Capital Improvement Fund, as provided under M.G.L., Ch. 40, Sec. 5B as recently amended by Section 14 of Chapter 46 of the Acts of 2003 and Section 19 of Chapter 140 of the Acts of 2003, said sum to be raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Explanation: Under Article 58 of the May 2004 Annual Town Meeting, the Town voted to establish the General Fund Cash Capital Equipment and Facility Improvement Fund for the purpose of setting aside funds for future capital investment. Over time, as the fund grows and is supported, it will be one of the tools in the overall financial plan of the Town. Maintaining and supporting such funds is looked upon favorably by the credit rating industry. The December 31, 2011 balance in the fund is $561,688.

ARTICLE 41: APPROPRIATE FOR CAPITAL FACILITY FUND

To see if the Town will vote to raise and/or transfer and appropriate a sum to the Capital Facility Fund as provided under the provisions of M.G.L. Chapter 40, Section 5B as amended by Section 14 of Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003, said sum to be raised from the Tax Levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: Established at the 2007 Annual Town meeting, this fund is intended to be part of the Town's planning strategy for addressing capital facility maintenance needs by providing a reserve to address extraordinary building repairs and related expenses at times when other resources are unavailable. The purpose of this fund is to allow the Town, from time to time, by appropriation, to reserve funds for design, maintenance, renovation or reconstruction relating to the structural integrity, building envelope or MEP (mechanical, electrical, plumbing) systems of then existing capital facilities. The December 31, 2011 balance in the fund is $734,117.

ARTICLE 42: OMNIBUS

To see if the Town will vote to raise by taxation, transfer from available funds, by borrowing or otherwise, such sums as may be necessary for all or any of the purposes mentioned in the foregoing articles, especially to act upon all appropriations asked for or proposed by the Selectmen, or any Town officer or committee, to appoint such committees as may be decided upon and to take action upon matters which may properly come before the meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least 7 days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 14th day of February 2012.

MAURICE P. HANDEL, ***Chairman***
GERALD A. WASSERMAN, ***Vice Chairman***
DANIEL P. MATTHEWS, ***Clerk***
JOHN A. BULIAN

Selectmen of Needham

A true copy,
ATTEST

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Reserve Fund Transfer Requests
Approved by the Finance Committee
Fiscal Year 2011

Budget	Date of Action	Amount
Public Facilities High School Repairs	January 5, 2011	$40,000
Legal Services	February 9, 2011	$50,000
Unemployment Claims	February 16, 2011	$100,000
Legal Services	April 27, 2011	$120,000
Community Development Salaries	June 20, 2011	$600
Workers Compensation Claims	June 20, 2011	$110,000
Department of Public Works - Snow & Ice	June 20, 2011	$989,507
Total Approved from General Reserve Fund		**$1,410,107**
Total Approved from RTS Reserve Fund		**$0**
Sewer Pump	June 20, 2011	$35,000
Total Approved from Sewer Reserve Fund		**$35,000**
Total Approved from Water Reserve Fund		**$0**

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GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)
as of March 12, 2012
(Excludes Seasonal, Temporary and Intermittent Positions)

TITLE	GRADE	ANNUALIZED SALARY RANGE
GENERAL GOVERNMENT		
Board of Selectmen/Town Manager		
Town Manager	Contract	Contract
Assistant to the Town Manager	NR-4	$45,584 - $59,559
Department Assistant 1	TS-1	$28,446 - $36,034
Department Specialist	TS-3	$34,535 - $43,748
Assistant Town Manager/Dir. of Ops.	M-5	$94,433 - $118,332
Administrative Assistant	SS-3	$34,535 - $43,748
Director of Human Resources	M-3	$72,990 - $91,462
Human Resources Administrator	NR-3	$40,741 - $54,324
Town Clerk		
Town Clerk	Elected	$81,688
Assistant Town Clerk	NR-3	$40,741 - $54,324
Administrative Specialist	TS-4	$38,666 - $48,981
Department Assistant 2	TS-2	$32,101 - $40,663
Legal		
Town Counsel	Sch C	$68,401
FINANCE		
Assessors		
Administrative Assessor	M-2	$68,408 - $85,721
Asst. Administrative Assessor	PT-4	$45,584 - $59,559
Administrative Coordinator	TS-4	$38,666 - $48,981
Data Collector	PT-1	$33,961 - $44,906
Department Specialist	TS-3	$34,535 - $43,748
Finance Department		
Asst Town Manager/Dir. of Finance	M-5	$94,433 - $118,332
Parking Clerk	NR-1	$33,961 - $44,906
Accounting		
Town Accountant	M-2	$68,408 - $85,721
Assistant Town Accountant	NR-5	$51,013 - $65,617
Administrative Specialist	TS-4	$38,666 - $48,981
Department Specialist	TS-3	$34,535 - $43,748

GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)
as of March 12, 2012
(Excludes Seasonal, Temporary and Intermittent Positions)

TITLE	GRADE	ANNUALIZED SALARY RANGE
Information Technology Center		
Director, MIS	M-3	$72,990 - $91,462
Financial System Application Manager	PT-6	$53,165 - $69,463
GIS/Database Administrator	PT-5	$51,013 - $65,617
Computer Operator	PT-1	$33,961 - $44,906
Network Manager	PT-6	$53,165 - $69,463
Treasurer/Collector		
Treasurer/Collector	M-2	$68,408 - $85,721
Assistant Treasurer/Collector	NR-5	$51,013 - $65,617
Department Specialist	TS-3	$34,535 - $43,748
Department Assistant 2	TS-2	$32,101 - $40,663
Department Assistant 1	SS-1	$28,446 - $36,034
Finance Committee		
Finance Comm. Exec. Secretary	NR-4	$45,584 - $59,559
PUBLIC SAFETY		
Police Department		
Police Chief	M -5	Contract
Lieutenant	P-3	$69,292 - $81,182
Sergeant	P-2	$55,543 - $63,540
Police Officer	P-1	$41,818 - $51,425
Animal Control Officer	UR-2	$39,099 - $51,083
Administrative Specialist	TS-4	$38,666 - $48,981
Police Maintenance Assistant	NR-1	$33,961 - $44,906
Department Assistant 2	TS-2	$32,101 - $40,663
Public Safety Dispatcher	UR-1	$33,961 - $44,906
Parking Enforcement Attendant	SS-2	$32,101 - $40,663
Fire Department		
Fire Chief	M-5	Contract
Deputy Fire Chief Operations	F-4	$69,630 - $75,766
Deputy Fire Chief	F-4	$69,630 - $75,766
Fire Captain	F-3	$64,929 - $66,227
Fire Lieutenant	F-2	$56,126 - $60,929
Firefighter	F-1	$43,796 - $51,425
Asst. Super. Fire Alarm	FA-2	$51,420 - $60,958
Director of Administrative Services	PT-7	$56,914 - $74,358
Administrative Assistant	TS-3	$34,535 - $43,748
Public Safety Dispatcher	UR-1	$33,961 - $44,906
Public Safety Dispatch Super.	UR-4	$45,585 - $59,559

GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)
as of March 12, 2012
(Excludes Seasonal, Temporary and Intermittent Positions)

TITLE	GRADE	ANNUALIZED SALARY RANGE
Building		
Inspector of Buildings	M-2	$68,408 - $85,721
Inspector of Plumbing and Gas	NR-4	$45,584 - $59,559
Inspector of Wires	NR-4	$45,584 - $59,559
Local Building Inspector	NR-5	$51,013 - $65,617
Administrative Specialist	TS-4	$38,666 - $48,981
Department Assistant 2	TS-2	$32,101 - $40,663
PUBLIC WORKS		
Administration		
Director of Public Works	M-5	$94,433 - $118,332
Assistant Director of Public Works	M-4	$85,178 - $106,735
Supv'r of Administration, DPW	M-1	$57,415 - $71,945
Administrative Services Manager	NR-5	$51,013 - $65,617
Senior Admin. Coordinator	TS-5	$42,271 - $53,547
Department Specialist	TS-3	$34,535 - $43,748
Department Assistant 2	TS-2	$32,101 - $40,663
Engineering Division		
Town Engineer	M-4	$85,178 - $106,735
Assistant Town Engineer	UR-6	$53,165 - $69,463
Contract Administrator	UR-6	$53,165 - $69,463
Civil Engineer	UR-4	$45,585 - $59,559
Survey Party Chief	UR-3	$40,741 - $54,324
AutoCad Technician	UR-2	$39,099 - $51,083
Engineering Aide	UR-1	$33,961 - $44,906
Student Draftsman/Rodman	Sch C	$13.82-$16.39/hour
Garage Division		
Garage & Equipment Supervisor	M-1	$57,415 - $71,945
Master Mechanic	W-7	$23.53-$28.01/hour
Equipment Mechanic	W-5	$19.85-$23.82/hour
Highway Division		
Division Super. Highway	M-2	$68,408 - $85,721
Assistant Superintendent - Highway	UR-5	$51,013 - $65,617
Public Works Specialist 2	W-5	$19.85-$23.82/hour
Public Works Technician	W-5	$19.85-$23.82/hour
Working Foreman	W-6	$21.45-$25.76/hour
Laborer 2	W-2	$16.18-$19.54/hour
HMEO	W-4	$18.48-$22.26/hour
Craftsworker	W-4	$18.48-$22.26/hour

GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)
as of March 12, 2012
(Excludes Seasonal, Temporary and Intermittent Positions)

TITLE	GRADE	ANNUALIZED SALARY RANGE
Park & Forestry Division		
Division Super. Parks	M-2	$68,408 - $85,721
Assistant Superintendent - Parks	UR-5	$51,013 - $65,617
Working Foreman	W-6	$21.45-$25.76/hour
Tree Climber	W-4	$18.48-$22.26/hour
Craftsworker	W-4	$18.48-$22.26/hour
HMEO	W-4	$18.48-$22.26/hour
Laborer 3	W-3	$17.35-$20.85/hour
Laborer 2	W-2	$16.18-$19.54/hour
Recycling & Transfer Station		
Division Super. Solid Waste	M-2	$68,408 - $85,721
Working Foreman	W-6	$21.45-$25.76/hour
Public Works Specialist 1	W-4	$18.48-$22.26/hour
HMEO	W-4	$18.48-$22.26/hour
Laborer 2	W-2	$16.18-$19.54/hour
Water Division #		
Division Super. Water & Sewer	M-3	$72,990 - $91,462
Assistant Superintendent - Water	UR-5	$51,013 - $65,617
Water Treatment Facility Mgr	UR-6	$53,165 - $69,463
Pumping Station Operator	W-5	$19.85-$23.82/hour
Public Works Inspector	W-6	$21.45-$25.76/hour
Working Foreman	W-6	$21.45-$25.76/hour
Public Works Technician	W-5	$19.85-$23.82/hour
HMEO	W-4	$18.48-$22.26/hour
Craftsworker	W-4	$18.48-$22.26/hour
Laborer 3	W-3	$17.35-$20.85/hour
Laborer 2	W-2	$16.18-$19.54/hour
Sewer Division #		
Assistant Superintendent - Sewer	UR-5	$51,013 - $65,617
HMEO	W-4	$18.48-$22.26/hour
Pumping Station Operator	W-5	$19.85-$23.82/hour
Chief Pumping Station Operator	W-7	$23.53-$28.01/hour
Public Works Inspector	W-6	$21.45-$25.76/hour
Working Foreman	W-6	$21.45-$25.76/hour
Craftsworker	W-4	$18.48-$22.26/hour

GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)
as of March 12, 2012
(Excludes Seasonal, Temporary and Intermittent Positions)

TITLE	GRADE	ANNUALIZED SALARY RANGE
PUBLIC FACILITIES		
Department of Public Facilities		
Director of Facilities Operations	M-4	$85,178 - $106,735
Director of Design and Construction	M-4	$85,178 - $106,735
Project Manager	M-1	$57,415 - $71,945
Resident Site Manager	NR-6	$53,165 - $69,463
Facility Operations Shift Supervisor	UR-5	$51,013 - $65,617
Administrative Specialist	TS-4	$38,666 - $48,981
Administrative Analyst	NR-3	$40,741 - $54,324
Department Assistant 2	TS-2	$32,101 - $40,663
Senior Custodian 1	BC-2	$36,649 - $44,205
Senior Custodian 2	BC-3	$38,484- $46,420
Custodian	BC-1	$33,259 - $40,117
Warehouse Person	BT-1	$38,840 - $46,845
HVAC Technician	BT-3	$47,005 - $56,696
Carpenter	BT-2	$42,721 - $51,529
Craftsworker	BT-2	$42,721 - $51,529
Plumber	BT-3	$47,005 - $56,696
Electrician	BT-3	$47,005 - $56,696
Administrative Specialist	TS-4	$38,666 - $48,981
Health Department		
Director of Public Health	M-3	$72,990 - $91,462
Environmental Health Agent	PT-5	$51,013 - $65,617
Public Health Nurse	PT-5	$51,013 - $65,617
Program Coordinator	NR-2	$39,099 - $51,083
Sr. Program Coordinator	NR-5	$51,013 - $65,617
Public Health Nurse	PT-5	$51,013 - $65,617
Administrative Specialist	TS-4	$38,666 - $48,981
Department Assistant 2	TS-2	$32,101 - $40,663
HUMAN SERVICES		
Council on Aging		
Executive Director	M-2	$68,408 - $85,721
Associate Director	PT-4	$45,584 - $59,559
Outreach Worker	PT-2	$39,099 - $51,083
Social Worker	PT-3	$40,741 - $54,324
Program Coordinator	NR-2	$39,099 - $51,083
Building Monitor	Sch C	$10.81/hour
Youth Services		
Director of Youth Services	M-2	$68,408 - $85,721
Social Worker	PT-3	$40,741 - $54,324
Administrative Assistant	TS-3	$34,535 - $43,748

GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)
as of March 12, 2012
(Excludes Seasonal, Temporary and Intermittent Positions)

TITLE	GRADE	ANNUALIZED SALARY RANGE
PLANNING & COMMUNITY DEVELOPMENT		
Planning		
Director of Planning & Comm. Develop	M-3	$72,990 - $91,462
Assistant to the Planning Director	NR-3	$40,741 - $54,324
Director of Economic Development	M-1	$57,415 - $71,945
Administrative Assistant	TS-3	$34,535 - $43,748
Community Development		
Director of Conservation	M-1	$57,415 - $71,945
Administrative Specialist	TS-4	$38,666 - $48,981
Administrative Assistant	TS-3	$34,535 - $43,748
CULTURE AND LEISURE SERVICES		
Library		
Director of Public Library	M-3	$72,990 - $91,462
Assistant Director	NR-6	$53,165 - $69,463
Reference Supervisor	NR-4	$45,584 - $59,559
Children's Supervisor	NR-4	$45,584 - $59,559
Technology Specilalist/Archivist	NR-4	$45,584 - $59,559
Tech. Services Supervisor	NR-4	$45,584 - $59,559
Reference Librarian/AV Specialist	NR-3	$40,741 - $54,324
Reference Librarian/Program Specialist	NR-3	$40,741 - $54,324
Circulation Supervisor	SS-5	$42,271 - $53,547
Assistant Children's Librarian	SS-4	$38,666 - $48,981
Assistant Cataloger	SS-3	$34,535 - $43,748
Administrative Assistant	TS-3	$34,535 - $43,748
Administrative Specialist	TS-4	$38,666 - $48,981
Library Assistant PT	SS-1	$28,446 - $36,034
Library Assistant FT	SS-2	$32,101 - $40,663
Reference Librarian PT	NR-2	$39,099 - $51,083
Park & Recreation		
Director of Park and Recreation	M-2	$68,408 - $85,721
Assistant Director	PT-4	$45,584 - $59,559
Recreation Supervisor	PT-2	$39,099 - $51,083
Administrative Specialist	TS-4	$38,666 - $48,981

CLASSIFICATION	Budgeted FY 2010 Funded FTE	Budgeted FY 2010 Salary Minimum	Budgeted FY 2010 Salary Maximum	Budgeted FY 2011 Funded FTE	Budgeted FY 2011 Salary Minimum	Budgeted FY 2011 Salary Maximum	Budgeted FY 2012 Funded FTE	Budgeted FY 2012 Salary Minimum	Budgeted FY 2012 Salary Maximum
Superintendent	1.00	154,440		1.00	166,437		1.00	186,000	
Central Administrators	3.79	112,566	124,484	3.79	117,631	128,094	4.00	120,219	137,721
High School Principal	1.00	128,553		1.00	130,500		1.00	133,110	
Middle School Principal	2.00	116,737		2.00	113,000	119,889	2.00	115,034	121,000
Elementary Principal	5.00	101,861	117,703	5.00	103,861	120,881	5.00	105,679	122,694
High School Assistant Principal	2.00	82,101	113,467	2.00	82,306	113,751	2.00	83,129	114,889
Middle School House Administrator	2.00	76,557	107,408	2.00	76,748	107,677	2.00	77,516	108,753
Elementary Assistant Principal	1.50	70,127	101,406	1.50	70,302	101,660	1.50	71,005	102,676
K-12 Directors	7.60	76,557	107,408	6.60	76,748	107,677	6.60	77,516	108,753
Director of Special Education	3.00	78,424	117,888	3.50	78,620	118,182	3.50	72,737	119,364
Department Chairs & Curriculum Coo	5.30	70,384	102,589	5.10	70,560	102,845	5.20	71,266	103,874
Teacher	405.84	42,358	87,813	404.30	42,781	88,691	414.29	42,888	88,912
Nurse	7.58	42,358	82,673	7.61	42,781	83,499	7.61	42,888	83,708
Instructional Assistants	110.38	$15.1086/hr	$29.8481/hr	108.36	$15.4836/hr	$30.8443/hr	106.31	$15.5637/hr	$30.9985/hr
Permanent Substitute	4.00	$14.51/hr		3.00	$16.11/hr		2.29	$14.87/hr	
Network Administrator	1.00	88,973		1.00	89,863		1.00	92,111	
Database Administrators	2.00	68,250	78,731	2.00	68,933	79,518	2.00	69,966	80,711
Computer Technicians	5.00	$21.2172/hr	$26.8311/hr	8.50	$22.8306/hr	$28.8714/hr	-	$23.0589/hr	$29.1601/hr
School Office Assistants	9.75	$13.5584/hr	$17.8449/hr	9.12	$13.86/hr	$18.25/hr	10.07	$14.002/hr	$18.4289/hr
Mail Carrier/Production Center	1.00	$16.6663/hr	$21.9437/hr	1.00	$17.04/hr	$22.44/hr	1.00	$17.2117/hr	$22.6618/hr
Secretary/ AP/ Bookkeeper	32.51	$16.6663/hr	$26.6161/hr	31.97	$17.04/hr	$27.22/hr	33.78	$17.2117/hr	$27.4870/hr
Director of Community Education and External Funding	0.10	74,390	95,953	0.10	96,913		0.10	98,874	
Administrative Assistants	5.00	$22.41/hr	$39.54/hr	5.00	$39.93/hr		5.00	$28.3247/hr	$40.5319/hr
Bus/Van Drivers	1.00	$20.86/hr		1.00	$21.07/hr		5.15	$14.57/hr	$21.39/hr
Transportation Coordinator	-	60,184		-	60,786		-	69,500	
Accounting Supervisor	1.00	61,382		1.00	61,996		1.00	62,926	
Budget Analyst	1.00	59,823		1.00	57,510		1.00	58,373	
Total	621.36			618.45			624.38		

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DEBT APPENDIX A

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TOWN OF NEEDHAM DEBT SERVICE - SCHEDULE OF AUTHORIZED & ISSUED

Project	T.M. Vote	Amount Issued	Bond Issued	Final Maturity	Average Rate	Debt Service 2012	Debt Service 2013	Debt Service 2014	Debt Service 2015	Debt Service 2016	Debt Service 2017	After 2017
GENERAL FUND WITHIN THE LEVY LIMIT - AUTHORIZED & ISSUED												
Title V Loans - MWPAT T5-97-1027 - R	May-97	$85,894	Dec-99	Aug-19	(see note)	$7,055.69	$6,794.15	$6,529.60	$6,265.04	$5,922.75	$5,662.92	$15,364.83
Stormwater - MWPAT 98-92 (Restructured)	May-98	$364,979	Sep-01	Aug-19	(see note)	$34,505.81	$33,750.23	$32,889.07	$35,649.55	$34,152.24	$32,701.87	$89,590.17
Road Improvement Program	May-05	$468,400	Dec-05	Feb-15	3.48%	$11,460.00	$11,110.00	$10,750.00	$10,380.00			
Road, Bridges, Sidewalks and Intersection Improvement	May-08	$820,000	Jun-09	Jun-13	2.40%	$213,200.00	$209,100.00					
Public Services Administration Building (Series I)	Oct-08	$4,000,000	Dec-09	Aug-26	3.16%	$344,325.00	$339,525.00	$334,725.00	$329,925.00	$325,125.00	$319,125.00	$2,718,037.50
Road, Bridges, Sidewalks and Intersection Improvement	May-09	$165,000	Dec-09	Aug-13	2.00%	$42,000.00	$41,200.00	$40,400.00				
Public Safety Building Roof	May-08	$350,000	Jun-10	Dec-14	2.20%	$75,600.00	$73,850.00	$72,100.00	$70,700.00			
Public Services Administration Building (Series II)	Oct-08	$1,000,000	Jun-10	Dec-24	3.07%	$86,137.50	$84,637.50	$83,137.50	$81,937.50	$85,606.25	$84,062.50	$648,725.00
Road, Bridges, Sidewalks and Intersection Improvement	May-09	$530,000	Jun-10	Dec-13	2.31%	$142,850.00	$134,550.00	$131,300.00				
Public Services Administration Building (Series III)	Oct-08	$125,000	Oct-10	Apr-14	2.10%	$21,200.00	$20,800.00	$10,200.00				
Town Hall Project (Series I)	May-09	$2,500,000	Oct-10	Apr-17	2.24%	$341,250.00	$335,250.00	$326,250.00	$320,250.00	$314,250.00	$307,500.00	
Road, Bridges, Sidewalks and Intersection Improvement	May-09	$180,000	Oct-10	Apr-13	2.11%	$31,500.00	$30,900.00					
Public Services Administration Building (Series IV)	Oct-08	$28,500	Jun-11	Oct-11	3.00%	$28,785.00						
Stormwater Drainage Improvements	May-09	$5,000	Jun-11	Oct-11	3.00%	$5,050.00						
Kendrick Street Bridge Design (Series II)	May-09	$15,000	Jun-11	Oct-11	3.00%	$15,150.00						
Road, Bridges, Sidewalks and Intersection Improvement	May-10	$500,000	Jun-11	Oct-14	2.68%	$134,583.33	$133,125.00	$130,000.00	$126,875.00			
Senior Center Design	Nov-10	$350,000	Jun-11	Oct-13	2.55%	$155,875.00	$128,375.00	$75,750.00				
Town Hall (Series III)	May-09	$385,000	Oct-11	Aug-26	2.63%		$46,522.42	$33,281.26	$32,781.26	$32,281.26	$31,781.26	$285,484.47

Town of Needham - Debt Service Appendix A

TOWN OF NEEDHAM DEBT SERVICE - SCHEDULE OF AUTHORIZED & ISSUED

Project	T.M. Vote	Amount Issued	Bond Issued	Final Maturity	Average Rate	Debt Service **2012**	Debt Service **2013**	Debt Service **2014**	Debt Service **2015**	Debt Service **2016**	Debt Service **2017**	After **2017**
Parking Lot Improvement (Marked Lee)	May-08	$100,000	Oct-11	Aug-16	2.00%		$22,372.22	$21,400.00	$21,000.00	$20,600.00	$20,200.00	
Kendrick Street Bridge Repair	May-10	$750,000	Oct-11	Aug-21	2.21%		$94,747.40	$88,687.50	$87,187.50	$85,687.50	$84,187.50	$397,218.75
Mitchell School Roof	Nov-06	$580,000	Jun-07	Nov-11	4.31%	$117,443.75						
Hillside & Mitchell Schools Paving Work	May-08	$90,000	Nov-08	Aug-11	3.46%	$30,525.00						
Pollard School Repairs	Nov-10	$325,000	Jun-11	Oct-13	2.81%	$155,666.67	$152,750.00	$25,250.00				
Pollard School Roof Replacement	Nov-10	$1,000,000	Jun-11	Oct-15	2.80%	$220,333.33	$219,000.00	$214,000.00	$209,000.00	$203,000.00		
Pollard School Parking and Access	Mar-11	$702,200	Jun-11	Oct-14	2.68%	$190,638.67	$186,375.00	$182,000.00	$177,625.00			
GENERAL FUND DEBT SERVICE - WITHIN THE LEVY LIMIT						**$2,405,135**	**$2,304,734**	**$1,818,650**	**$1,509,576**	**$1,106,625**	**$885,221**	**$4,154,421**
GENERAL FUND DEBT EXCLUDED FROM THE LEVY LIMIT - AUTHORIZED & ISSUED												
Library Project (Series I)	May-03	$11,000,000	Dec-04	Dec-19	3.90%	$1,084,562.50	$1,056,037.50	$1,026,493.75	$994,912.50	$962,312.50	$929,712.50	$2,583,431.25
Library Project (Series II)	May-03	$750,000	Dec-05	Feb-15	3.59%	$102,955.00	$99,805.00	$91,565.00	$93,420.00			
High School (Series I)	May-03	$10,000,000	Nov-06	May-26	4.01%	$865,875.00	$845,250.00	$823,250.00	$801,250.00	$779,250.00	$757,250.00	$5,516,625.00
Broadmeadow School	May-00	$14,000,000	Nov-03	Nov-23	4.09%	$1,066,100.00	$1,040,725.00	$1,013,600.00	$985,600.00	$957,600.00	$929,600.00	$5,671,400.00
Eliot School	May-00	$5,500,000	Jun-05	Jun-25	3.82%	$408,893.76	$399,793.76	$390,693.76	$421,593.76	$411,093.76	$399,843.76	$2,624,000.08
High Rock School - Designs	Nov-06	$45,000	Dec-07	Jun-12	3.28%	$10,325.00						
High Rock & Pollard School Projects	May-07	$600,000	Dec-07	Jun-12	3.28%	$154,875.00						
High Rock School - Designs	Nov-06	$480,000	Jun-08	Dec-26	3.91%	$39,781.25	$38,968.75	$38,156.25	$37,343.75	$36,531.25	$35,562.50	$300,062.50
High Rock & Pollard School Projects	May-07	$1,120,000	Jun-08	Dec-26	3.91%	$94,675.00	$92,725.00	$90,775.00	$88,825.00	$86,875.00	$84,550.00	$693,750.00

TOWN OF NEEDHAM DEBT SERVICE - SCHEDULE OF AUTHORIZED & ISSUED

Project	T.M. Vote	Amount Issued	Bond Issued	Final Maturity	Average Rate	Debt Service 2012	Debt Service 2013	Debt Service 2014	Debt Service 2015	Debt Service 2016	Debt Service 2017	After 2017
High School (Series IIA)	May-03	$9,000,000	Jun-08	Dec-24	3.89%	$800,562.50	$783,337.50	$766,112.50	$748,887.50	$731,662.50	$711,125.00	$4,906,925.00
High School (Series IIB)	Feb-05	$2,000,000	Jun-08	Dec-26	3.91%	$167,081.25	$163,668.75	$160,256.25	$156,843.75	$153,431.25	$149,362.50	$1,260,262.50
High Rock & Pollard School Projects (Series III)	May-07	$5,000,000	Nov-08	Aug-27	4.69%	$459,350.00	$450,075.00	$440,800.00	$430,862.50	$420,262.50	$409,662.50	$3,662,206.25
High School (Series III)	Feb-05	$3,850,000	Jun-09	Jun-28	3.42%	$310,650.00	$306,550.00	$297,450.00	$292,950.00	$288,200.00	$283,450.00	$2,544,450.00
High Rock & Pollard School Projects (Series IV)	May-07	$10,500,000	Dec-09	Aug-28	3.35%	$846,137.50	$835,037.50	$823,937.50	$812,837.50	$801,737.50	$787,862.50	$8,072,456.25
Newman School HVAC Design and Engineering (Series I)	May-09	$225,000	Jun-10	Dec-14	2.20%	$48,600.00	$47,475.00	$46,350.00	$45,450.00			
Newman School Extraordinary Repairs (Series I)	Nov-09	$1,000,000	Jun-10	Dec-19	2.62%	$121,500.00	$119,000.00	$116,500.00	$114,500.00	$112,375.00	$110,000.00	$313,375.00
High Rock & Pollard School Projects (Series V)	May-07	$60,000	Oct-10	Apr-12	1.76%	$30,600.00						
Newman School Extraordinary Repairs (Series II)	Nov-09	$675,000	Oct-10	Apr-14	2.07%	$106,000.00	$104,000.00	$51,000.00				
Newman School Extraordinary Repairs (Series III)	Nov-09	$5,000,000	Jun-11	Oct-28	3.35%	$406,883.33	$424,700.00	$417,700.00	$410,700.00	$402,300.00	$395,300.00	$4,011,750.00
EXCLUDED DEBT						**$7,125,407**	**$6,807,149**	**$6,594,640**	**$6,435,976**	**$6,143,631**	**$5,983,281**	**$42,160,694**
CPA FUND DEBT - AUTHORIZED & ISSUED												
Town Hall (Series II)	May-09	$3,500,000	Jun-11	Oct-28	3.36%	$283,960.42	$296,487.50	$291,612.50	$286,737.50	$280,887.50	$276,012.50	$2,819,968.81
Town Hall (Series III)	May-09	$1,225,000	Oct-11	Aug-26	2.63%		$141,761.67	$106,500.00	$104,900.00	$103,300.00	$101,700.00	$913,550.00
CPA DEBT						**$283,960**	**$438,249**	**$398,113**	**$391,638**	**$384,188**	**$377,713**	**$3,733,519**
RTS FUND DEBT FEE SUPPORTED - AUTHORIZED & ISSUED												
Collection Packer	May-08	$125,000	Dec-09	Aug-12	2.00%	$41,200.00	$40,400.00					
Construction Equipment (FE Loader)	May-09	$165,000	Oct-10	Apr-14	2.29%	$53,150.00	$47,150.00	$40,800.00				
RTS DEBT SERVICE						**$94,350**	**$87,550**	**$40,800**				

TOWN OF NEEDHAM DEBT SERVICE - SCHEDULE OF AUTHORIZED & ISSUED

Project	T.M. Vote	Amount Issued	Bond Issued	Final Maturity	Average Rate	Debt Service 2012	Debt Service 2013	Debt Service 2014	Debt Service 2015	Debt Service 2016	Debt Service 2017	After 2017
SEWER FUND DEBT SERVICE FEE SUPPORTED - AUTHORIZED & ISSUED												
MWPAT 95-01 - RESTRUCTURED	May-91	$310,656	Aug-01	Feb-15	(see note)	$32,109.80	$32,080.28	$32,060.89	$32,021.36			
Sewer - WEST STREET FORCE MAIN	May-98	$881,800	Jun-99	Jun-19	4.83%	$67,237.50	$70,100.00	$67,700.00	$70,250.00	$72,500.00	$69,500.00	$139,750.00
Sewer - WEST STREET PUMPING STATION	May-98	$1,939,000	Jun-99	Jun-19	4.83%	$154,152.50	$154,165.00	$153,885.00	$153,250.00	$152,250.00	$156,000.00	$306,500.00
Sewer - MWPAT 97-13 (Restructured)	Oct-96	$67,700	Nov-04	Aug-18	(see note)	$6,406.31	$6,557.67	$6,508.77	$6,536.80	$6,451.53	$6,288.05	$12,256.89
Sewer - MWPAT 97-33 (Restructured)	Oct-96	$180,300	Nov-04	Aug-18	(see note)	$17,194.08	$17,592.86	$17,426.84	$17,374.13	$17,019.98	$16,720.92	$32,403.29
MWPAT 97-63 (Restructured 2)	May-97	$1,019,778	Nov-04	Aug-18	(see note)	$97,016.78	$99,729.25	$98,416.74	$98,250.26	$96,382.43	$94,916.69	$183,523.46
Sewer - MWPAT 98-10 (Restructured)	May-97	$130,200	Nov-04	Aug-18	(see note)	$12,388.11	$12,792.53	$12,594.41	$12,566.64	$12,320.71	$12,114.16	$23,368.18
Sewer System Rehab - I/I Work	May-03	$425,000	Jun-05	Jun-14	3.14%	$44,200.00	$42,800.00	$41,400.00				
Sewer Pump Station - Great Plain Ave.	May-05	$484,550	Dec-05	Feb-15	3.59%	$62,840.00	$60,915.00	$58,935.00	$51,900.00			
Sewer Rehabilitation - Rte 128 Area	Nov-05	$2,000,000	Jun-07	Nov-22	4.35%	$141,781.25	$142,637.50	$138,387.50	$134,012.50	$129,262.50	$124,262.50	$586,018.75
Sewer Pump Station - GPA	May-05	$500,000	Jun-09	Jun-19	3.17%	$61,500.00	$60,500.00	$59,500.00	$58,375.00	$57,187.50	$56,000.00	$106,000.00
Sewer System Rehabilitation I/I	May-07	$725,000	Jun-10	Jun-14	2.35%	$154,062.50	$151,162.50	$148,262.50				
Sewer Rehabilitation - Rte 128 Area	Nov-05	$320,000	Dec-09	Aug-28	3.39%	$28,762.50	$28,362.50	$27,962.50	$22,612.50	$22,312.50	$21,937.50	$241,231.25
Sewer Pump Station GPA	May-08	$550,000	Dec-09	Aug-28	3.36%	$45,200.00	$44,600.00	$44,000.00	$43,400.00	$42,800.00	$42,050.00	$417,762.50
MWRA Loan Sewer Pump Station Richardson Drive	Nov-02	$215,710	Feb-10	Feb-15		$43,142.00	$43,142.00	$43,142.00	$43,142.00			
MWRA Loan Sewer System Rehabilitation I/I	May-07	$283,305	May-10	May-15		$56,661.00	$56,661.00	$56,661.00	$56,661.00			
Sewer Rehabilitation - Rte 128 Area	Nov-05	$145,000	Jun-10	Dec-19	2.59%	$18,075.00	$17,700.00	$17,325.00	$17,025.00	$16,706.25	$16,350.00	$41,631.25
Sewer Pump Station Richardson Drive	Nov-02	$200,000	Oct-10	Apr-16	2.00%	$16,687.50	$16,387.50	$15,937.50	$15,637.50	$15,337.50		

TOWN OF NEEDHAM DEBT SERVICE - SCHEDULE OF AUTHORIZED & ISSUED

Project	T.M. Vote	Amount Issued	Bond Issued	Final Maturity	Average Rate	Debt Service 2012	Debt Service 2013	Debt Service 2014	Debt Service 2015	Debt Service 2016	Debt Service 2017	After 2017
Sewer System Rehabilitation I/I (MWRA)	May-07	$57,613	Nov-10	Nov-15		$11,522.50	$11,522.50	$11,522.50	$11,522.50	$11,522.50		
Sewer System Rehab - I/I Work	May-03	$95,000	Jun-11	Oct-12	3.00%	$46,700.00	$50,750.00					
Sewer Rehabilitation - Rte 128 Area	Nov-05	$25,000	Jun-11	Oct-11	3.00%	$25,250.00						
SEWER DEBT SERVICE						**$1,142,889**	**$1,120,158**	**$1,051,628**	**$844,537**	**$652,053**	**$616,140**	**$2,090,446**
WATER FUND DEBT SERVICE FEE SUPPORTED - AUTHORIZED & ISSUED												
Water Treatment Facility	May-96	$2,665,000	Jun-99	Jun-19	4.83%	$212,182.50	$210,295.00	$208,095.00	$210,500.00	$212,250.00	$208,500.00	$419,500.00
Water Treatment Facility	Nov-97	$3,090,000	Jun-99	Jun-19	4.83%	$243,302.50	$245,465.00	$247,065.00	$243,000.00	$243,500.00	$243,500.00	$494,750.00
Water Systems - Broadmeadow Street	Nov-00	$257,304	Jul-01	Aug-11	ZERO	$25,730.40						
Water System Rehab - Warren Street Area	May-05	$413,500	Dec-05	Feb-15	3.60%	$51,945.00	$50,370.00	$53,750.00	$51,900.00			
Water Service Connections	May-06	$50,000	Jun-07	Nov-11	4.31%	$10,212.50						
Water System Rehabilitation - Rte 128 Area	May-06	$1,500,000	Jun-07	Nov-22	4.32%	$178,693.75	$148,912.50	$144,662.50	$140,287.50	$135,537.50	$130,537.50	$764,281.25
Water System Rehabilitation - Webster	May-03	$100,000	Dec-07	Jun-12	3.28%	$25,812.50						
Water System Design	May-01	$25,000	Dec-07	Jun-12	3.28%	$5,162.50						
Water Service Connections	May-06	$100,000	Dec-07	Jun-12	3.28%	$25,812.50						
Water Storage Tank Rehabilitation	May-07	$600,000	Dec-07	Jun-12	3.28%	$185,850.00						
Water System Rehabilitation - Rte 128 Area	May-06	$230,000	Nov-08	Aug-12	3.48%	$57,887.50	$55,962.50					
Water System Rehabilitation - Rte 128 Area	May-06	$212,000	Jun-09	Jun-19	3.16%	$28,637.50	$23,157.50	$22,777.50	$23,350.00	$22,875.00	$22,400.00	$42,400.00
Water Storage Tank Rehabilitation	May-08	$655,000	Jun-09	Jun-19	3.16%	$81,012.50	$79,692.50	$78,372.50	$75,887.50	$74,343.76	$72,800.00	$137,800.00

TOWN OF NEEDHAM DEBT SERVICE - SCHEDULE OF AUTHORIZED & ISSUED

Project	T.M. Vote	Amount Issued	Bond Issued	Final Maturity	Average Rate	Debt Service 2012	Debt Service 2013	Debt Service 2014	Debt Service 2015	Debt Service 2016	Debt Service 2017	After 2017
Water Service Connections	May-06	$55,000	Dec-09	Aug-19	2.51%	$6,012.50	$5,912.50	$5,812.50	$5,712.50	$5,612.50	$5,487.50	$15,643.75
Water System Rehabilitation - Rte 128 Area	May-06	$100,000	Dec-09	Aug-28	3.41%	$7,837.50	$7,737.50	$7,637.50	$7,537.50	$7,437.50	$7,312.50	$80,543.75
Water System Rehabilitation - Rte 128 Area	May-06	$165,000	Jun-10	Dec-14	2.22%	$37,600.00	$36,725.00	$30,900.00	$30,300.00			
Water Main Improvements	May-08	$185,000	Jun-10	Dec-14	2.20%	$42,850.00	$36,925.00	$36,050.00	$35,350.00			
Water Distribution System Rehab (Chapel & May) (Pickering	May-09	$400,000	Jun-10	Dec-24	3.02%	$39,962.50	$39,212.50	$38,462.50	$37,862.50	$32,281.25	$31,687.50	$226,687.50
Water Distribution System Rehab (Chapel & May) (Pickering	May-09	$300,000	Oct-10	Apr-15	1.85%	$21,800.00	$21,400.00	$20,800.00	$20,400.00			
Water Distribution System Rehab (Chapel & May) (Pickering	May-09	$204,300	Jun-11	Oct-12	3.00%	$107,843.00	$101,500.00					
Water Main Improvements	May-08	$849,815	Jul-10	Jul-30	2.00%	$51,552.25	$51,552.10	$51,552.70	$51,552.76	$51,552.99	$51,552.10	$721,735.93
WATER DEBT SERVICE						**$1,447,699**	**$1,114,820**	**$945,938**	**$933,640**	**$785,391**	**$773,777**	**$2,903,342**
TOTAL						**$12,499,441**	**$11,872,660**	**$10,849,768**	**$10,115,367**	**$9,071,888**	**$8,636,132**	**$55,042,421**

Note: Massachusetts Water Pollution Abatement Trust (MWPAT) loans include many communities and multiple loans and are frequently restructured by the Trust. The program provides grants and other financial assistance which in effect results in low or no interest rate loan. Under the program the Town usually pays less than it borrows from the Trust.

DEBT APPENDIX B

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Town of Needham - Debt - Appendix B

Open and Authorized Projects and Proposed Projects Financed by Debt

Project	T M Vote	Article	Open or Requested Authorization
Open General Fund Projects			
Senior Center Construction	Nov-11	14	$8,051,808
Booth Street Reconstruction	May-11	41	$125,000
Fire Engine	May-11	37	$400,000
Needham High School Building C Roof Repair	May-11	38	$240,000
Public Works Infrastructure Program	May-11	39	$1,100,000
Pollard School Parking & Access Improvements	Mar-11	1	$55,800
Pollard School Roof Repair	Nov-10	10	$2,250,000
Senior Center Feasibility & Design	Nov-10	11	$150,000
Kendrick Street Bridge Repair	May-10	35	$100,000
Road, Bridges, Sidewalks and Intersection Improvement	May-10	36	$556,300
Newman School HVAC Project	Nov-09	14	$20,269,128
Stormwater Master Plan Drainage	May-09	49	$165,000
Town Hall Project	May-09	35	$1,215,000
Kendrick Street Bridge Repair Design	May-09	47	$35,000
Public Services Administration Bldg	Oct-08	5	$320,000
Public Safety Building Roof	May-08	36	$61,500
Street & Traffic Light Improvements	May-08	42	$25,000
Municipal Parking Lot Improvements	May-08	41	$5,000
High Rock and Pollard School Project	May-07	41	$284,000
Ridge Hill Rehabilitation	May-05	31	$104,600
Rosemary Pool Complex - Design	May-00	63	$72,500
TOTAL			$35,585,636

Town of Needham - Debt - Appendix B

Open and Authorized Projects and Proposed Projects Financed by Debt

Project	T M Vote	Article	Open or Requested Authorization
Proposed General Fund Projects for the 2012 ATM			
Property Acquisition	Pending	31	$630,000
Public Works Infrastructure Program	Pending	33	$600,000
DPW Complex Renovations	Pending	34	$580,000
TOTAL			$1,810,000
Open CPA Fund Projects			
Town Hall Project	May-09	35	$2,459,000
TOTAL			$2,459,000
Proposed CPA Fund Projects for the 2012 ATM			
TOTAL			$0
Open RTS Enterprise Fund Projects			
RTS Forklift	May-11	42	$86,000
RTS Semi-Tractor	May-11	43	$152,000
RTS Construction Equipment	May-09	52	$45,000
TOTAL			$283,000
Proposed RTS Enterprise Fund Projects for the 2012 ATM			
TOTAL			$0

Town of Needham - Debt - Appendix B

Open and Authorized Projects and Proposed Projects Financed by Debt

Project	T M Vote	Article	Open or Requested Authorization
Open Sewer Enterprise Fund Projects			
Sewer Pump Station Reservoir B	Nov-11	15	$6,300,000
Sewer Pump Station Design Reservoir B	May-09	55	$575,497
Sewer Pump Station Great Plain Ave	May-08	45	$33,000
Sewer System Rehabilitation I/I Work	May-07	45	$559,083
Rte 128 Sewer System Improvements	Nov-05	9	$115,000
Sewer System Rehabilitation I/I Work	May-03	55	$13,000
TOTAL			$7,595,580
Proposed Sewer Enterprise Fund Projects for the 2012 ATM			
TOTAL			$0
Open Water Enterprise Fund Projects			
Water System Improvements	May-09	56	$80,000
Water Main Improvements	May-08	47	$600,294
Water Storage Tank Cleaning & Painting	May-08	48	$75,000
Water System Improvements (Rte 128 Area)	May-06	71	$735,000
Water System Improvements - Warren Street	May-05	54	$30,000
Water Pumping Station Design St. Mary's	Nov-02	26	$180,000
TOTAL			$1,700,294
Proposed Water Enterprise Fund Projects for the 2012 ATM			
TOTAL			$0

SPECIAL TOWN MEETING

WARRANT

TOWN OF NEEDHAM

MONDAY, MAY 14, 2012

7:30 P. M.

JAMES HUGH POWERS HALL, NEEDHAM TOWN HALL

1471 HIGHLAND AVENUE **NEEDHAM**

Additional information on particular warrant articles will be made available form time to time at www.needhamma.gov/townmeeting during the weeks leading up to the Special Town Meeting.

May 14, 2012 Special Town Meeting Warrant
Table of Contents

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COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the Constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in elections and in Town affairs to meet at the Town Hall:

MONDAY, THE FOURTEENTH DAY OF MAY, 2012

at seven-thirty in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: FUND COLLECTIVE BARGAINING AGREEMENT – POLICE UNION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Union, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2012; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting
PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

ARTICLE 2: FUND COLLECTIVE BARGAINING AGREEMENT – POLICE SUPERIOR OFFICERS ASSOCIATION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Superior Officers Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2012; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting
PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

ARTICLE 3: AMEND THE FY2012 OPERATING BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2012 Operating Budget adopted under Article 25 of the May 2011 Annual Town Meeting and amended under Article 8 of the November 7, 2011 Special Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From:	Changing To:
3	Group Health Insurance & Benefits	$9,519,724	To be Determined
4	Retiree Insurance & Insurance Liability Fund	$3,906,275	To be Determined
23	Minuteman Assessment	$562,637	$592,989
10	Reserve Fund	$ 1,166,524	To be Determined
28B	Public Facilities Expenses	$4,666,935	To be Determined
28C	Public Facilities Capital	$0	To be Determined

or take any other action relative thereto.

INSERTED BY: Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

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ARTICLE 4: APPROPRIATE FOR PAYMENT OF UNPAID BILLS OF PRIOR YEARS

To see if the Town will vote to raise and/or transfer and appropriate a sum for the payment of unpaid bills of previous years, incurred by the departments, boards and officers of the Town of Needham, as follows, and that $4,346.04 be transferred from Overlay Surplus; or take any other action relative thereto.

Department	Vendor	Description	Fiscal Year	Amount
Department of Public Facilities	Allston Supply Company, Inc	Custodial Maintenance Supplies – Public Safety	FY2011	$ 199.16
Department of Public Facilities	Allston Supply Company, Inc	Custodial Maintenance Supplies – Public Schools	FY2011	$4,078.88
Department of Public Facilities	Allston Supply Company, Inc	Custodial Maintenance Supplies – Public Services	FY2011	$ 10.57
Department of Public Facilities	Allston Supply Company, Inc	Custodial Maintenance Supplies – Library	FY2011	$ 57.43
			Total	$4,346.04

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: State law requires Town Meeting action in order for the Town to make payment for bills received after the close of the fiscal year or bills in excess of appropriation.

ARTICLE 5: AMEND ZONING BY-LAW - DESCRIPTION OF FLOOD PLAIN DISTRICTS AND FLOOD PLAIN DISTRICT REGULATIONS

To see if the Town will vote to amend the Needham Zoning By-Law, as follows:

(a) In Section 2.3, Description of Flood Plain Districts, by revising the first paragraph thereof so that the entire paragraph shall read as follows (new language underlined):

"The Floodplain District is herein established as an overlay district. The areas included in the Flood Plain Districts are defined as follows:"

(b) In Section 2.3, Description of Flood Plain Districts, Subsection 2.3.1, by adding a new paragraph 2.3.1 to read as follows:

"2.3.1 All special flood hazard areas within the Town of Needham designated as Zone A, AE, or AH on the Norfolk County Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of the Norfolk County FIRM that are wholly or partially within the Town of Needham are panel numbers 25021C0016E, 25021C0017E, 25021C0018E, 25021C0019E, 25021C0028E, 25021C0036E, 25021C0037E, 25021C0038E, and 25021C0039E dated July 17, 2012. The exact boundaries of the District may be defined by the 100-year base flood elevations shown on the FIRM and further defined by the Norfolk County Flood Insurance Study (FIS) report dated July 17, 2012. The FIRM and FIS report are incorporated herein by reference and are on file with the Town Clerk, Planning Board, Building Official, Conservation Commission and Engineering Department."

(c) In Section 2.3, Description of Flood Plain Districts, by renumber former paragraphs 2.3.1, 2.3.2, 2.3.3, 2.3.4, 2.3.5, 2.3.6, and 2.3.7 as paragraphs 2.3.2, 2.3.3, 2.3.4, 2.3.5, 2.3.6, 2.3.7 and 2.3.8 respectively.

(d) In Section 3.3, Uses in Flood Plain District, Subsection 3.3.3, Uses Requiring a Special Permit, by adding language to the first sentence of subparagraph (a) so that the entire subparagraph shall read as follows (new language underlined):

"(a) All new construction and substantial improvements (the cost of which exceeds 50 percent of the market value of the structure before the improvements) of residential structures which have the lowest floor, including basement or cellar, elevated to or above the flood plain elevation defined on the Norfolk County Flood Insurance Rate Maps (the 100-year flood plain elevation) and the Town of Needham Zoning Map. No new construction or substantial improvement shall be permitted unless it can be demonstrated by the applicant that the cumulative effect of the proposed development will not increase the water surface elevation of the 100-year flood.

(e) In Section 3.3, Uses in Flood Plain District, Subsection 3.3.3, Uses Requiring a Special Permit, by adding language to the first sentence of subparagraph (b) so that the entire subparagraph shall read as follows (new language underlined):

"(b) All new construction and substantial improvements (the cost of which exceeds 50 percent of the market value of the structure before the improvement) of non-residential structures which have the lowest floor, including basement or cellar, elevated to or above the flood plain elevation defined on the Norfolk County Flood Insurance Rate Maps (the 100-year flood elevation) and the Town of Needham

Zoning Map or are flood proofed and watertight to the applicable flood elevation. In the case where watertight flood proofing is permitted, a registered professional engineer or architect shall certify to the Building Inspector that the methods used are adequate to withstand flood depth pressures and velocities impact and the uplift of forces and other factors associated with the 100-year flood. No new construction or substantial improvement shall be permitted unless it is demonstrated by the applicant that the cumulative effect of the proposed development will not increase the water surface elevation of the 100-year flood."

(f) In Section 3.3, Uses in Flood Plain District, Subsection 3.3.5, General Provisions Relating to Flood Plain District, by adding language to the first sentence of subparagraph (a) so that the entire subparagraph shall read as follows (new language underlined):

"(a) All development in the Flood Plain District, including structural and non-structural activities, whether permitted by right or by special permit shall be in compliance with Chapter 131, Section 40 of the Massachusetts General Laws and with the following: (i) Section of the Massachusetts State Building Code which addresses floodplain and coastal high hazard areas (currently 780 CMR); (ii) Wetlands Protection Regulations, Department of Environmental Protection (DEP) (currently 310 CMR 10.00); (iii) Inland Wetlands Restriction, DEP (currently 310 CMR 13.00); and (iv) Minimum Requirements for the Subsurface Disposal of Sanitary Sewage, DEP (currently 310 CMR 15, Title 5). Any variances from the provisions and requirements of the above referenced state regulations may only be granted in accordance with the required variance procedures of these state regulations."

(g) In Section 3.3, Uses in Flood Plain District, Subsection 3.3.5, General Provisions Relating to Flood Plain District, by revising the first sentence of subparagraph (c) so that the entire subparagraph shall read as follows (new language underlined):

"(c) Base flood elevation data shall be provided for subdivision proposals or other developments of greater than 50 lots or 5 acres, within unnumbered A zones, as shown on the Norfolk County Flood Insurance Rate Map (FIRM) dated July 17, 2012."

(h) In Section 3.3, Uses in Flood Plain District, Subsection 3.3.5, General Provisions Relating to Flood Plain District, by revising the first sentence of subparagraph (d) so that the entire subparagraph shall read as follows (new language underlined):

"(d) Within areas designated Zone A, AH, and AE, along watercourses that have not had a regulatory floodway designated, as shown on the Norfolk County Flood Insurance Rate Map (FIRM), Floodway Map, and Flood Insurance Study, dated July 17, 2012, the best available Federal, State, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge."

(i) In Section 3.3, Uses in Flood Plain District, Subsection 3.3.5, General Provisions Relating to Flood Plain District, by adding a new subparagraph (e) to read as follows:

"(e) Within Zone AH on the FIRM, adequate drainage paths shall be provided around structures on slopes, to guide floodwaters around and away from proposed structures."

(j) In Section 3.3, Uses in Flood Plain District, Subsection 3.3.6, National Flood Insurance Program (NFIP) Requirements, by revising the first sentence of the first paragraph so that the entire paragraph shall read as follows (new language underlined):

"Reference is hereby made to the Norfolk County Flood Insurance Rate Map (FIRM) and Flood Insurance Study dated July 17, 2012 – both of which are on file in the office of the Town Clerk, Planning Board, Building Official, Conservation Commission and Engineering Department. In granting special permits authorized above under Subsections 3.3.3 and 3.3.4, the Board of Appeals shall, as appropriate, require the following as conditions of approval:"

(k) In Section 3.3, Uses in Flood Plain District, Subsection 3.3.6, National Flood Insurance Program (NFIP) Requirements, by revising the first sentence of subparagraph (c) so that the entire subparagraph shall read as follows (new language underlined):

"(c) Require that adjacent communities, the site coordination office and the NFIP State Coordinator at the Massachusetts Department of Conservation and Recreation be notified prior to any alteration or relocation of a water course, and that a copy of such notification be submitted to the Federal Emergency Management Agency (FEMA) Administrator."

or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: This article amends the flood plain district to reference the new FEMA Flood Insurance Rate Maps for Norfolk County which become effective July 17, 2012. Additionally, the article updates Code of Massachusetts ("CMR") regulatory references and notification requirements as they pertain to projects altering or relocating a watercourse. In order for residents of a community to be eligible to receive flood insurance, the community must agree to abide by the National Flood Insurance Program's minimum requirements for flood plain management. These modifications have been prepared to ensure compliance with the requirements of that program. Failure to adopt these revisions will result in Needham's suspension from the National Flood Insurance Program.

ARTICLE 6: AMEND ZONING BY-LAW—USES IN THE NEW ENGLAND BUSINESS CENTER DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law, Section 3.2.4, Uses in the New England Business Center District, Subsection 3.2.4.2 (e) by adding after the words "Indoor athletic or exercise facilities", the words "and/or outdoor pool(s) associated with such facilities."

or take any other action relative thereto.

INSERTED BY: Board of Selectmen
PLANNING BOARD RECOMMENDS THAT: Recommendation to be Made at Town Meeting
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: Indoor athletic or exercise facilities are allowed by special permit in the New England Business Center District (NEBC). This amendment would allow the addition of an outdoor pool or pools to be provided as an additional amenity to such facilities in the NEBC if approved by the special permit granting authority.

ARTICLE 7: CHANGE IN USE AND CONVEYANCE OF REAL PROPERTY

To see if the Town will vote to change the use of parcels of land between Great Plain Avenue, the Dedham Town line, the Charles River, and Route I-95 from highway purposes and water supply purposes to conservation and recreation purposes, and to authorize the Board of Selectmen to convey same to the Commonwealth of Massachusetts for conservation and recreation purposes; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: MassDOT has requested that the Town of Needham convey approximately 5 acres of property held for roadway and water supply purposes by the Town of Needham to the Division of Conservation and Recreation. This action will permanently preserve the property, which abuts the Charles River, and can be used by MassDOT as part of its mitigation requirements imposed by the Federal government for work performed as part of the Route 128 transportation Improvement ("Add-a-Lane") project. The Town will retain an easement for access to its utilities in the area.

ARTICLE 8: APPROPRIATE FOR PROPERTY ACQUISITION

To see if the Town will vote to raise and/or transfer and appropriate the sum of $1,175,000 for the acquisition of real property known as 59 Lincoln Street and 89 School Street, and associated improvements thereto, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The acquisition of 59 Lincoln Street and 89 School Street would allow for the future expansion of the Police and Fire Station which is immediately adjacent to the two properties. The parcels will be immediately available to satisfy the existing lack of parking at the two stations.

ARTICLE 9: EXTINGUISH SEWER EASEMENT – NEHOIDEN STREET

To see if the Town will authorize the Board of Selectmen to abandon a sewer easement at 263 Nehoiden Street, in the town of Needham, being more fully described in a grant to the Town recorded at the Norfolk Registry of Deeds in Book 4818, page 462 and to accept the grant of a new sewer easement and sidewalk easement at 263 Nehoiden Street as shown on a plan entitled Grant of Easements Plan of Land, 263 Nehoiden Street, Needham, Mass.", dated January 2, 2012, scale 1" = 20', prepared by Field Resources, Inc. which is on file at the Needham Engineering Department; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article Information: Town Meeting action is required to extinguish a sewer easement previously accepted by the Town. The developer of the 263 Nehoiden Street property requested permission to relocate the sewer line and to grant a new sewer easement in order to accommodate the construction of a new house on the parcel. Because the sewer line has been relocated, the existing sewer easement is no longer needed.

ARTICLE 10: APPROPRIATE FOR WORKERS COMPENSATION RESERVE FUND

To see if the Town will vote to raise and/or transfer and appropriate a sum to the Workers Compensation Reserve Fund, said sum to be raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The purpose of this request is to replenish the Workers' Compensation Fund which is the Town's reserve fund for paying workers' compensation claims of a prior year and for lump sum settlements up to the limit of the Town's reinsurance limit (for both School and General Government employees.) Typically, the source of funds for this account is any remaining balance in the workers compensation line item contained in the employee benefits and assessments budget. Due to increases in salaries and expenses over the past decade, and the resolution of several long-standing cases, the fund balance has been declining. The target balance for the fund is $1,000,000.

ARTICLE 11: APPROPRIATE TO CAPITAL IMPROVEMENT FUND

To see if the Town will vote to raise, and/or transfer and appropriate a sum to the Capital Improvement Fund, as provided under M.G.L., Ch. 40, Sec. 5B as recently amended by Section 14 of Chapter 46 of the Acts of 2003 and Section 19 of Chapter 140 of the Acts of 2003, said sum to be raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: Under Article 58 of the May 2004 Annual Town Meeting, the Town voted to establish the General Fund Cash Capital Equipment and Facility Improvement Fund for the purpose of setting aside funds for future capital investment. Over time, as the fund grows and is supported, it will be one of the tools in the overall financial plan of the Town. Maintaining and supporting such funds is looked upon favorably by the credit rating industry.

ARTICLE 12: APPROPRIATE FOR CAPITAL FACILITY FUND

To see if the Town will vote to raise and/or transfer and appropriate a sum to the Capital Facility Fund as provided under the provisions of M.G.L. Chapter 40, Section 5B as amended by Section 14 of Chapter 46 of

the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003, said sum to be raised from the Tax Levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: Established at the 2007 Annual Town meeting, this fund is intended to be part of the Town's planning strategy for addressing capital facility maintenance needs by providing a reserve to address extraordinary building repairs and related expenses at times when other resources are unavailable. The purpose of this fund is to allow the Town, from time to time, by appropriation, to reserve funds for design, maintenance, renovation or reconstruction relating to the structural integrity, building envelope or MEP (mechanical, electrical, plumbing) systems of then existing capital facilities.

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given into our hands at Needham aforesaid this 11th day of April 2012.

GERALD A. WASSERMAN, *Chairman*
DANIEL P. MATTHEWS, *Vice Chair*
JOHN A. BULIAN, *Clerk*
MAURICE P. HANDEL
MATTHEW D. BORRELLI

Selectmen of Needham

A TRUE COPY
Attest:
Constable:

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Town Clerk's Office
Needham, MA 02492

First Class Mail
U.S. Postage Paid
Needham, MA
Permit No. 58224

ATTN: SPECIAL TOWN MEETING WARRANT

FISCAL YEAR 2012
(July 1, 2011 – June 30, 2012)

TOWN CLERK'S RECORDS

OF THE

SPECIAL TOWN MEETING
Monday, November 7, 2011

PRESIDENTIAL PRIMARY
Tuesday, March 6, 2012

ANNUAL TOWN ELECTION
Tuesday, April 10, 2012

ANNUAL TOWN MEETING
Monday, May 7, 2012

SPECIAL TOWN MEETING
Monday, May 14, 2012

FISCAL YEAR 2012
(July 1, 2011 – June 30, 2012)

TOWN CLERK'S RECORDS

OF THE

SPECIAL TOWN MEETING
Monday, November 7, 2011

PRESIDENTIAL PRIMARY
Tuesday, March 6, 2012

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Tuesday, April 10, 2012

ANNUAL TOWN MEETING
Monday, May 7, 2012

SPECIAL TOWN MEETING
Monday, May 14, 2012

WARRANT ARTICLE INDEX

WARRANT ARTICLE INDEX (Continued)

SPECIAL TOWN MEETING – Monday, May 14, 2012

RECORD OF SPECIAL TOWN MEETING
Monday, November 7, 2011

Pursuant to a Warrant issued by the Selectmen September 27, 2011 the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the James Hugh Powers Great Hall at the Needham Town Hall, Monday, November 7, 2011, at 7:30 o'clock in the afternoon.

The checkers appointed by the Selectmen were sworn to the faithful performance of their duties by the Town Clerk.

Check lists were used and 231 voters, including 214 Town Meeting Members, were checked on the list as being present.

The Moderator, Michael K. Fee, called the meeting to order at 7:30 o'clock.

At this time as is our custom, the Moderator asked Town Meeting Members to join him in reciting our Pledge of Allegiance. He asked Town Meeting Member to bear in mind that this week we celebrate Veterans Day. As we pledge our allegiance to our republic, let us remember those who have taken up arms for its defense and especially those who made the ultimate sacrifice its name.

The Moderator recognized the following special guests:

The Mayor of Needham Market, Suffolk, England and Chairman of the Town Council, Martin Spurling and his wife, Dawn Spurling; the former Mayor of Needham Market, Ian Mason and his wife Christine Mason.

He also recognized the man for whom this grand meeting space has been named, a former Town Meeting Member who attended the last Town Meeting to be held in this hall, a veteran, a career public servant, a volunteer, a historian, a parliamentarian, a beloved member of our community, Mr. James Hugh Powers.

Also introduced and recognized was our Town Moderator Emeritus, Richard Patton Melick, Esq., who along with his wife Susan traveled to Needham from his home in Florida to participate in the festivities marking the re-dedication of this building, which is as Representative Garlick noted on Saturday, the heart of our community. Mr. Melick addressed Town Meeting and commented on what a great town Needham is and encouraged members to continue the tradition of our Representative Town Meeting form of government.

The following arrangements of the hall were noted by the Moderator:

1. Town Meeting members may only sit in the first 12 rows as indicated by the Marshals and as signified by the pylons. There are two portable microphones which must be used for comments from the floor.

2. The microphones tonight are being provided to you by Ned Cooley and McKenzie Wade.

3. Speakers are encouraged to speak from their seat which is in the interest of saving travel time, is encouraged. A speaker may so choose to speak from the front of the hall.

The call to the meeting and the officer's return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Moderator announced the following ground rules and these were adopted unanimously:

1. A speaker will be ruled out of order who refers to personalities or in the judgment of the Moderator, exceeds the bonds of civility. Let us remember that we are ONE community and ONE Town Meeting Family with one common goal: the best interests of our town.

2. Please rise to be recognized and address the Moderator as Chair. When a member is recognized by the Chair, please state your name and precinct clearly so that the Town Clerk may keep accurate records. If for some reason related to a disability a member cannot rise, shout "Mr. Moderator" or raise your hand high to inform the Chair so that appropriate accommodation may be made.

3. All commentary, remarks and inquiries must be addressed to the Moderator as Chair.

4. Any one entering or exiting the Hall while we are in session must use care not to disrupt the session, in particular, must not allow the doors to slam.

5. No eating, drinking or smoking is permitted in the hall.

6. No firearms or weapons are permitted in the hall.

7. No hats may be worn except by uniform personnel or for medical reasons.

8. Your attention is drawn to the disclosure required by an attorney employed by one who has an interest in a matter as set forth in Art. I, Sec. 1.9 of the Needham General By-Laws.

9. Blank forms for lengthy motions are available from Town Counsel, Mr. Tobin, and should be employed. If lengthy or complicated motions are not drafted and submitted for review by the Moderator and Town Counsel prior to being placed on the floor, the speaker will yield the floor to another speaker while the drafting and formulation process is underway.

10. Short motions to amend and procedural motions need not be in writing.

11. Parliamentary motions known as "points of information" and "points of order" shall be strictly construed so as not to elongate or permit debate after a motion to move the previous question has been placed on the floor.

12. Limits on debate shall be enforced by the Moderator.

13. Questions asked for general informational purposes unrelated to the matter under consideration by the meeting shall be ruled out of order.

14. As stated in the Moderator's memorandum to Town Meeting Members in connection with our Annual Town Meeting,

inappropriate conduct involving the T.V. cameras shall be dealt with swiftly by the chair and will be deemed to be out of order.

15. Rules concerning budget articles. In keeping with our tradition, I seek your unanimous consent for a rule of procedure and debate for discussion under the budget articles that will be before this Special Town Meeting, specifically Articles 9, 10, 11, and 12. That rule would provide that a motion to amend under these articles which adds funds to a particular line item will not be in order unless the movant identifies another line item or items that will be reduced in order to fund the proposed increase.

16. Chapter 39: Section 17. Powers of moderator; preservation of order

Section 17. No person shall address a town meeting without leave of the moderator, and all persons shall, at the request of the moderator, be silent. If a person, after warning from the moderator, persists in disorderly behavior, the moderator may order him to withdraw from the meeting, and, if he does not withdraw, may order a constable or any other person to remove him and confine him in some convenient place until the meeting is adjourned.

17. Unanimous consent was given to adopt the following limits of debate:

15 Minutes in total - Committee Chairpersons, Proponents, Attorneys representing proponents; subject to extension by the Moderator.

5 Minutes in total - Town Meeting Members, non-Town Meeting Members, visitors other than attorneys.

The Moderator reminded Town Meeting Members of the following amendment to the General By-Laws passed under Article 80 at the 1998 Annual Town Meeting: If two-thirds vote of The Town Meeting is required by statute; a count shall not be taken unless it is deemed necessary by the Moderator in the fulfillment of the duties of the office.

The Moderator announced that the proponents no longer have an interest in Article 6 and requested unanimous consent to withdraw this article. Town Meeting Members indicated that there were no objections to the withdrawal of this article and it was voted unanimously to withdraw Article 6.

The Moderator announced that Articles 9 and 15 are subject to motions to amend or other motions from their proponents or for other reasons cannot be passed by unanimous consent.

As in the tradition of the Annual Town Meeting, the Moderator asked unanimous consent to omit the reading of the articles and to refer to them by number only. Any Town Meeting Member who wished to "question" or "debate" should so indicate when the number was called and those articles not so indicated would be adopted by unanimous consent. There was no objection and the Moderator declared this method to be adopted unanimously.

The Moderator then proceeded to call each article in the Warrant by number commencing with Article No. 1. No Town Meeting Members responded with "question" or "debate" to Articles 2, 5, 7, 10, 11, 12, and 13. The Moderator then called each of the above-mentioned articles by number and no objection was heard to adoption by unanimous consent. It was so

unanimously voted and the Town Clerk was requested to s record. As a result thereof, said articles and the votes thereunde are as follows:

ARTICLE 2: LAYOUT OF RESERVOIR STREE

To see if the Town will vote to accept the followin streets or portion thereof, previously constructed and as laid out b the Board of Selectmen according to plans on file with the Tow Clerk, including the taking or acceptance of easements as show on said plan: a Portion of Reservoir Street; or take any othe action relative thereto.

Article Information: The design of the new Reservoir B Sewag Pumping Station requires a modification to the layout of Reservo Street in order for the Station to be constructed outside of the 10 year flood plain associated with the Charles River. The reque will establish a new property line that will follow the front wall the new pumping station. This transaction will amend the layo of Reservoir Street on file with the Town and Registry of Deed but will have no impact on the road structure itself.

MOVED: That the Town vote to accept the following streets portion thereof, previously constructed and as laid out by t Board of Selectmen according to plans on file with the Tow Clerk, including the taking or acceptance of easements as show on said plan: a Portion of Reservoir Street.

ACTION: So voted by unanimous consent.

ARTICLE 5: FUND COLLECTIVE BARGAININ AGREEMENT – NEEDHAM INDEPENDENT TOW WORKERS ASSOCIATION

To see if the Town will vote to approve the funding o collective bargaining agreement between the Town and t Independent Town Workers Association, and to appropriate a su of money to defray the cost of salary and wages provided f under the agreement for fiscal year 2012; or take any other acti relative thereto.

Article Information: The Town and the Independent To Workers Association have reached agreement on contr provisions that would require the conversion of all members the bargaining unit to so called Rate Saver health insuran plans effective January 1, 2012 with a corresponding increase wages of 1%, a one time payment of $500 in fiscal year 2012 change in the employer match to employees' personal retireme savings plans, a 2% increase in base wages in fiscal year 20 and a 2.5% increase in base wages in fiscal year 2014.

MOVED: That the Town vote to approve the funding o collective bargaining agreement between the Town and Independent Town Workers Association, and to appropriate a s of money to defray the cost of salary and wages provided under the agreement for fiscal year 2012.

ACTION: So voted by unanimous consent.

ARTICLE 7: APPROPRIATE TO WORKE COMPENSATION FUND

To see if the Town will vote to raise and/or transfer a appropriate the sum of $344,288 to the Workers Compensat

Reserve Fund, said sum to be raised from the Tax Levy; or take any other action relative thereto.

Article Information: ***As noted at the 2011 Annual Town Meeting, the Town has a plan to replenish the Workers Compensation Fund, which is the Town's reserve fund for paying workers compensation claims of a prior year and for lump sum settlements for both School and General Government employees. The target balance of the fund is $800,000. This past spring, the Town was notified that it will be receiving a payment of $32,969 from Walgreens. This payment is the result of a settlement between Walgreens and the Office of the Attorney General after an investigation revealed that the company was overcharging public entities for prescription drugs under the workers compensation system. In addition, the Town has been notified of a one-time reimbursement for Medicare Part D premiums for fiscal year 2007 in the amount of $311,319. The September 30, 2011 balance in the Workers Compensation Fund is $395,721.***

MOVED: That the town vote to raise and/or transfer and appropriate the sum of $344,288 to the Workers Compensation Reserve Fund, said sum to be raised from the Tax Levy.

ACTION: So voted by unanimous consent.

ARTICLE 10: AMEND THE FY 2012 RTS ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2012 RTS Enterprise Fund Budget adopted under Article 26 the May 2011 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From:	Changing To:
101A	Personnel	$639,479	$643,582

or take any other action relative thereto.

Article Information: ***The proposed amendment to the personnel line item is to implement the provisions of the collective bargaining agreement (approved at the 2011 Annual Town Meeting), which provided a 1% increase in wages at the time of conversion to the lower premium, higher out-of-pocket cost health insurance plans.***

MOVED: That the Town vote to amend and supersede certain parts of the fiscal year 2012 RTS Enterprise Fund Budget adopted under Article 26 the May 2011 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From:	Changing To:
101A	Personnel	$639,479	$643,582

ACTION: So voted by unanimous consent.

ARTICLE 11: AMEND THE FY 2012 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2012 Sewer Enterprise Fund Budget adopted under Article 27 the May 2011 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From:	Changing To:
201A	Personnel	$881,180	$886,973
201D	MWRA Assessment	$5,337,491	$5,291,080

or take any other action relative thereto.

Article Information: ***The proposed amendment to the personnel line item is to implement the provisions of the collective bargaining agreement (approved at the 2011 Annual Town Meeting), which provided a 1% increase in wages at the time of conversion to the lower premium, higher out-of-pocket cost health insurance plans. In addition, the final assessment voted by the Massachusetts Water Resources Authority was slightly lower than the preliminary estimate that was available at the time of the Annual Town Meeting.***

MOVED: That the Town vote to amend and supersede certain parts of the fiscal year 2012 Sewer Enterprise Fund Budget adopted under Article 27 the May 2011 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From:	Changing To:
201A	Personnel	$881,180	$886,973
201D	MWRA Assessment	$5,337,491	$5,291,080.

ACTION: So voted by unanimous consent

ARTICLE 12: AMEND THE FY 2012 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2012 Water Enterprise Fund Budget adopted under Article 28 the May 2011 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From:	Changing To:
301A	Personnel	$1,016,863	$1,023,091
301D	MWRA Assessment	$605,448	$610,028

or take any other action relative thereto.

Article Information: ***The proposed amendment to the personnel line item is to implement the provisions of the collective bargaining agreement (approved at the 2011 Annual Town Meeting), which provided a 1% increase in wages at the time of conversion to the lower premium, higher out-of-pocket cost health insurance plans. In addition, the final assessment voted by the Massachusetts Water Resources Authority was slightly higher than the preliminary estimate that was available at the time of the Annual Town Meeting.***

MOVED: That the Town vote to amend and supersede certain parts of the fiscal year 2012 Water Enterprise Fund Budget adopted under Article 28 the May 2011 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From:	Changing To:
301A	Personnel	$1,016,863	$1,023,091
301D	MWRA Assessment	$605,448	$610,028.

ACTION: So voted by unanimous consent.

ARTICLE 13: APPROPRIATE FOR PAYMENT OF UNPAID BILLS OF PRIOR YEARS

To see if the Town will vote to raise and appropriate $2,728.57 for the payment of unpaid bills of previous years, incurred by th departments, boards and officers of the Town of Needham, as follows:

Department	Vendor	Description	Fiscal Year	$ Amount
Water Enterprise	Ricca Chemical Company	Drinking Water Chemicals	2011	$ 461.22
Water Enterprise	Ricca Chemical Company	Drinking Water Chemicals	2011	$ 111.57
RTS Enterprise	E.L. Harvey & Sons	Trucking Service Rental	2011	$2,155.78

and to meet this appropriation that $2,155.78 be raised from RTS receipts and that $572.79 be raised from Water receipts; or take any oth action relative thereto.

***Article Information*: State law requires Town Meeting action in order for the Town to make payment for bills received after the close the fiscal year.**

MOVED: That the Town vote to raise and appropriate $2,728.57 for the payment of unpaid bills of previous years, incurred by th departments, boards and officers of the Town of Needham, as follows:

Department	Vendor	Description	Fiscal Year	$ Amount
Water Enterprise	Ricca Chemical Company	Drinking Water Chemicals	2011	$ 461.22
Water Enterprise	Ricca Chemical Company	Drinking Water Chemicals	2011	$ 111.57
RTS Enterprise	E.L. Harvey & Sons	Trucking Service Rental	2011	$2,155.78

and to meet this appropriation that $2,155.78 be raised from RTS receipts and that $572.79 be raised from Water receipts.

ACTION: So voted by unanimous consent..

At this time the Moderator proceeded with the remaining articles in the Warrant.

ARTICLE 1: ABANDON EATON SQUARE RIGHT OF WAY

To see if the Town will vote to abandon and/or discontinue the following streets or portion thereof, previously constructed and as laid out by the Board of Selectmen according to plans on file with the Town Clerk, including the abandonment, discontinuance, taking or acceptance of easements as shown on said plan: Eaton Square from Great Plain Avenue to Garden Street; or take any other action relative there**to.**

Article Information: The Needham Bank is proposing to design and construct a building addition, public plaza, and new public/private parking lot by combining the Eaton Square parking lot with adjacent private properties. The project will result in an increase in the number of available public parking spaces in the area. In order for the properties to be combined, the layout of Eaton Square has to be abandoned and/or discontinued to allow for the new parking lot, public plaza and building addition to be constructed. The request will establish new property lines to redefine property ownerships. This transaction will eliminate t layout of Eaton Square on file with the Town and Registry Deeds.

MOVED: That the Town vote to abandon and/or discontinue t following streets or portion thereof, previously constructed and laid out by the Board of Selectmen according to plans on file wi the Town Clerk, including the abandonment, discontinuan taking or acceptance of easements as shown on said plan: Eat Square from Great Plain Avenue to Garden Street.

Mr. Daniel P. Matthews, Selectmen, addressed th proposal on behalf of the Board of Selectmen. He stated that abandoning Eaton Square, the Needham Bank proposal w benefit both the bank and the community. The Board Selectmen recommended adoption of this article.

Mr. Matthew D. Borrelli, Chairman, recommend adoption on behalf of the Finance Committee.

Town Meeting Member Susan W. Abbott express concern that there should be more greenery in the design.

In response to an inquiry from Jeffrey D. Heller, Mr. Daniel P. Matthews acknowledged that the town will loose the two five minute spaces. However there will always be at least 82 spaces during the day and additional bank parking spaces will be all open in the evening.

Mr. Matthews also advised Edward J. Doherty that there will continue to be an entry and exit for commuters.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 2: was adopted by unanimous consent earlier this evening.

ARTICLE 3: AMEND ZONING BY-LAW/APARTMENT-2 ZONING DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law, Section 4.3, Dimensional Regulations for Apartment Districts, as follows:

To add a third and fourth sentence to footnote* in Section 4.3.1 Table of Regulations (applicable to Apartment Districts) that states: "Provided further, however, in the Apartment-2 Zoning District, there shall be a maximum of 4 stories, a maximum height of 50 feet, and four (4) floors may be used for human occupancy, if (i) the structure or portion of the structure that is four stories and permitted to be used for human occupancy is utilized as a convalescent or nursing home and uses that are supportive and/or accessory to such convalescent or nursing home, and (ii) the height of the structure that exceeds 40 feet is utilized as a convalescent or nursing home and supportive and/or accessory uses thereto provided further that the maximum square footage of the structure or structures benefitting from the provisions of this section shall be limited to 110,000 square feet. If a structure contains two or more uses, then only that portion of the structure that is utilized as a convalescent or nursing home, and supportive and/or accessory uses thereto, can reach a maximum height of 50 feet."

or take any other action relative thereto.

Article Information: The Apartment-2 Zoning District is comprised entirely of the North Hill Continuing Care Retirement Community, which is in the process of modernizing and expanding its facility. One of the components of that effort is the replacement of its existing 72-bed nursing home with a new 72-bed nursing home. The existing nursing home is comprised mainly of double-occupancy rooms. Since it was designed in the early 1980s, it has more of an institutional look than what North Hill would like to provide for its residents. The new nursing home will have single rooms and will be divided into smaller "communities" of approximately ten residents each to create a more residential environment. In order to accomplish this goal, the nursing home will be divided into two wings. Due in part to the topography of the site and the fact that approximately half of ***the*** *site is subject to a conservation restriction that prohibits the construction of any new building, one of the "wings" of the new nursing home needs to be four stories in height. All four stories would be occupied by residents. The roof of the building would remain at the same elevation as it would as if it were a three-story building; the fourth story is created by essentially excavating much of the lowest level of the building. Were it not to be excavated, the lowest level would be described as a "walk-out basement", if it were in a residential context.*

In the Apartment-2 Zoning District, two zoning changes are required to accomplish the desired result. The present limitation on the number of occupied stories in the Apartment-2 Zoning District is three. The amendment would permit an increase in the number of occupied stories from three to four. In addition, the maximum height allowed in the Apartment-2 Zoning District is 40 feet. Due to the creation of the fourth story, the average height of the proposed nursing home would be slightly less than 50 feet, which is why the second zoning request is an increase in the maximum height of a structure from 40 feet to 50 feet.

In an effort to limit any potential impacts in the zoning district, the proposed amendment has been written narrowly so that the increase in the number of occupied stories and the increase in height shall only be applicable to structures or portions of structures that are to be utilized as convalescent or nursing homes (and supportive and/or accessory uses) and provided further that the maximum square footage of the structure or structures benefitting from the provision is limited to 110,000 square feet. In that way, it is made clear that any expansion will not be applicable to the apartments that make up the bulk of the North Hill Continuing Care Retirement Community.

MOVED: That the Town will vote to amend the Needham Zoning By-Law, Section 4.3, Dimensional Regulations for Apartment Districts, as follows:

To add a third and fourth sentence to footnote* in Section 4.3.1 Table of Regulations (applicable to Apartment Districts) that states: "Provided further, however, in the Apartment-2 Zoning District, there shall be a maximum of 4 stories, a maximum height of 50 feet, and four (4) floors may be used for human occupancy, if (i) the structure or portion of the structure that is four stories and permitted to be used for human occupancy is utilized as a convalescent or nursing home and uses that are supportive and/or accessory to such convalescent or nursing home, and (ii) the height of the structure that exceeds 40 feet is utilized as a convalescent or nursing home and supportive and/or accessory uses thereto provided further that the maximum square footage of the structure or structures benefitting from the provisions of this section shall be limited to 110,000 square feet. If a structure contains two or more uses, then only that portion of the structure that is utilized as a convalescent or nursing home, and supportive and/or accessory uses thereto, can reach a maximum height of 50 feet.

Mrs. Jeanne S. McKnight, member, addressed this proposal on behalf of the Planning Board. She explained that this article contains proposed changes to the North Hill Continuing Care Retirement Community. Parts of this proposal relating to the common area, the three-story addition, and the new maintenance building have been approved by the Planning Board. The other part which includes a new skilled nursing facility requires two zoning changes. With the existing topography, one wing will have four stories. However the elevation will be the same as the existing three-story. This will include a change in height from 40 feet to 50 feet. She explained that the maximum square footage of the structure or structures benefitting from the provision is limited to 110,000 square feet.

Mr. Maurice Handel, Chairman, advised that the Board of Selectmen unanimously supports adoption of this article. He

sited that North Hill is one of the top taxpaying facilities in Needham and an active member of the community..

Mr. Gary B. McNeill, member, recommended adoption on behalf of the Finance Committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 4: AMEND ZONING BY-LAW/ DIMENSIONAL REGULATIONS FOR New England BUSINESS CENTER

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1. In Section 4.8 Dimensional Regulations for New England Business Center

Amend 4.8 Table

By changing Front Setback from 20 feet to 15 feet.

By changing Maximum Lot Coverage from 50% to 65%

By changing Floor Area Ratio from 0.40 to 1.00

By changing Maximum Height from 68 feet to 72 feet

Amend Footnote (1)

By changing the first sentence to read: "If the Planning Board determines that the proposed structure is properly accessible to fire fighting equipment, it may allow by special permit a maximum height of up to 84 feet."

By changing the third sentence to read: "In no instance shall any building exceed 41 feet in height unless it is more than 350 feet from a General Residence or Single Residence B zoning district boundary." [Adds the words "or Single Residence B"]

Amend Footnote (2)

By changing first sentence to read: "Maximum lot coverage shall be 65% for all projects." [65% replaces 50%]

By changing second sentence to read: "However, if a project is designed such that at least 65% of the required landscaped area immediately abuts at least 65% of the required landscaped area of an adjoining project for a distance of at least 50 feet the maximum lot coverage may be increased to 75%." [75% replaces 60%]

Amend Footnote (4)

By changing the sentence to read: "A 25-foot front yard setback must be maintained for structured parking." [25-foot replaces 30-foot.]

Amend Footnote (6)

By changing first sentence to read: "A floor area ratio of up to 1.75 may be allowed by a special permit from the Planning Board." [1.75 replaces 1.1]

By changing third sentence to read: "Further, the Planning Board may allow a floor area ratio of up to 2.0, by special permit, where the applicant demonstrates, to the Board's satisfaction, that the proposed use will not generate peak hour trips in excess of 0.6 trips per 1,000 square feet of total development area." [2.0 replaces 1.5]

2. In Section 4.8.1 Supplemental Dimensional Regulations for New England Business Center

Amend subsection (4)

By adding the following sentence at the end of this subsection 4: "Notwithstanding the preceding sentence, open space shall include pervious surfaces used for ways, access streets, parking areas, driveways, aisles, walkways, or other constructed approaches or service areas. (Pervious surfaces shall not preclude porous pavement, porous concrete, and/or other permeable pavers.)"

3. In Section 4.8.2 Floor Area Ratio, Incentives

Amend Section 4.8.2

By changing the first sentence to read: "In the New England Business Center District the maximum floor to area ratio (FAR) permitted by right shall be 1.00." [1.00 replaces 0.4.]

4. Add New Section 4.8.3

The Planning Board may, by special permit, waive any or all dimensional requirements set forth above in this Section 4.8 (including sections 4.8.1 and 4.8.2), by relaxing each by up to a maximum percentage of 25% if it finds that, given the particular location and/or configuration of a project in relation to the surrounding neighborhood, such waivers are consistent with the public good, that to grant such waiver(s) does not substantially derogate from the intent and purposes of the By-Law or the Goals of the District Plan cited in Section 6.8.1(b) of these Zoning By-Laws, and that such waivers are consistent with the requirements of Section 6.8. This section does not authorize the Planning Board to waive the maximum height regulations. (By way of example the 15' front yard setback could be waived to 11.25'; the 65% lot coverage could be waived to 81.25%; or the 40,000 sq. ft. minimum lot area could be waived to 30,000 sq. ft.)

[The words in brackets are not part of the change but are an explanation of the change.]

Or take any other action relative thereto.

Article Information: Pursuant to the appropriation of funds for a planning study at the 2010 Annual Town Meeting, the Council of Economic Advisors ("CEA"), a committee established by the Board of Selectmen to evaluate Town-wide economic conditions and make recommendations to promote and encourage new and existing businesses, and the Planning Board, sought the services of an interdisciplinary team lead by a qualified planning, economic development, urban design and traffic firm to undertake a follow-up study of the New England Business Center ("NEBC") to that originally completed by Goody, Clancy & Associates in 2001. The purpose of the study was to explore recurrent issues raised by local businesses, developers, real estate brokers and tenants during symposia sponsored by the CEA in regards to expanding the type and mix of allowable uses, including medical uses; expanding the allowable amount of restaurant, retail and

other consumer service uses on the first floor of multi-story buildings; analyzing which dimensional controls were restraining development; and assessing the traffic and other impacts of proposed changes. In May 2011, Town Meeting adopted zoning change recommendations expanding allowed uses, including and clarifying allowed medical uses, and expanding the allowed mix of retail, restaurant and consumer services on the first floor of multi-story buildings. Because the study was not finalized by that Town Meeting, the dimensional changes were withdrawn and promised for consideration in the near future. Based on the fiscal, traffic, and dimensional analysis and information provided by the study, the CEA confirmed that certain dimensional requirements, including front setback, maximum lot coverage, height, floor area ratio, and minimum open space, were constraining development and that the lack of flexibility in the existing zoning was compounding those constraints. The dimensional changes proposed are recommended by the study consultants and by the CEA. Information regarding specific changes is as follows.

The amendments to the Section 4.8 Table would change in the NEBC the front setback to 15 feet (from 20 feet), the maximum lot coverage to 65% (from 50%), the floor area ratio to 1.0 (from 0.4), and the as of right height to 72 feet (from 68 feet). Under the amendment, the sole issue for increasing the height up to a maximum of 84 feet would be the Planning Board's determination that the proposed structure is properly accessible to fire fighting equipment. The existing limitation on height within 350 feet of a river or lake (54 feet) would remain unchanged. The 41 feet height limitation within 350 feet of the General Residence district boundary would also be unchanged, but the sentence is proposed to be modified so as to impose that limitation within 350 feet of the Single Residence B district boundary as well.

The adjoining lot landscaping provision, which provides a bonus for combined open space, would be changed from the existing 60% to 75%, so that if a project is designed so that at least 65% of the required landscaped area immediately abuts at least 65% of the required landscaping of an adjoining project for at least a distance of 50 feet, the maximum lot coverage can be increased to 75%.

The amendments also propose to decrease the front setback for structured parking to 25 feet (from the existing 30 feet). They also increase the floor area ratio by special permit to 1.75 (from 1.1) and the floor area ratio for low traffic generating uses to 2.0 (from 1.5). Open space would also be defined to include pervious surfaces used for walkways, access streets, parking areas, ways, driveways, aisles, or other constructed approaches or service areas.

Because the CEA and study consultants have concluded that the future development of the NEBC depends on Needham's ability to be responsive to the requirements of new or proposed uses, they have recommended a new section 4.8.3. Successful office parks, such as those located in Waltham and Burlington, have flourished due to the flexibility of their zoning provisions. This amendment would impart greater flexibility into the Zoning By-Law by allowing the Planning Board to relax dimensional requirements up to a maximum of 25%, except height, by special permit, after making specific findings as to the propriety of the waivers for a particular project and location.

MOVED: That the Town vote to amend the Needham Zoning By-Law as follows:

1. In Section 4.8 Dimensional Regulations for New England Business Center

Amend 4.8 Table

By changing Front Setback from 20 feet to 15 feet.

By changing Maximum Lot Coverage from 50% to 65%

By changing Floor Area Ratio from 0.40 to 1.00

By changing Maximum Height from 68 feet to 72 feet

Amend Footnote (1)

By changing the first sentence to read: "If the Planning Board determines that the proposed structure is properly accessible to fire fighting equipment, it may allow by special permit a maximum height of up to 84 feet."

By changing the third sentence to read: "In no instance shall any building exceed 41 feet in height unless it is more than 350 feet from a General Residence or Single Residence B zoning district boundary." [Adds the words "or Single Residence B"]

Amend Footnote (2)

By changing first sentence to read: "Maximum lot coverage shall be 65% for all projects." [65% replaces 50%]

By changing second sentence to read: "However, if a project is designed such that at least 65% of the required landscaped area immediately abuts at least 65% of the required landscaped area of an adjoining project for a distance of at least 50 feet the maximum lot coverage may be increased to 75%." [75% replaces 60%]

Amend Footnote (4)

By changing the sentence to read: "A 25-foot front yard setback must be maintained for structured parking." [25-foot replaces 30-foot.]

Amend Footnote (6)

By changing first sentence to read: "A floor area ratio of up to 1.75 may be allowed by a special permit from the Planning Board." [1.75 replaces 1.1]

By changing third sentence to read: "Further, the Planning Board may allow a floor area ratio of up to 2.0, by special permit, where the applicant demonstrates, to the Board's satisfaction, that the proposed use will not generate peak hour trips in excess of 0.6 trips per 1,000 square feet of total development area." [2.0 replaces 1.5]

2. In Section 4.8.1 Supplemental Dimensional Regulations for New England Business Center

Amend subsection (4)

By adding the following sentence at the end of this subsection 4: "Notwithstanding the preceding sentence, open space shall include pervious surfaces used for ways, access streets, parking areas, driveways, aisles, walkways, or other constructed approaches or service areas. (Pervious surfaces shall not preclude porous pavement, porous concrete, and/or other permeable pavers.)"

3. In Section 4.8.2 Floor Area Ratio, Incentives

Amend Section 4.8.2

By changing the first sentence to read: "In the New England Business Center District the maximum floor to area ratio (FAR) permitted by right shall be 1.00." [1.00 replaces 0.4.]

4. Add New Section 4.8.3

The Planning Board may, by special permit, waive any or all dimensional requirements set forth above in this Section 4.8 (including sections 4.8.1 and 4.8.2), by relaxing each by up to a maximum percentage of 25% if it finds that, given the particular location and/or configuration of a project in relation to the surrounding neighborhood, such waivers are consistent with the public good, that to grant such waiver(s) does not substantially derogate from the intent and purposes of the By-Law or the Goals of the District Plan cited in Section 6.8.1(b) of these Zoning By-Laws, and that such waivers are consistent with the requirements of Section 6.8. This section does not authorize the Planning Board to waive the maximum height regulations. (By way of example, the 15' front yard setback could be waived to 11.25'; the 65% lot coverage could be waived to 81.25%; or the 40,000 sq. ft. minimum lot area could be waived to 30,000 sq. ft.)

[The words in brackets are not part of the change but are an explanation of the change.]

Mr. Ronald W. Ruth, Chairman, presented this article on behalf of the Planning Board. He explained that this has been a joint process between the Planning Board and the Board of Selectmen to re-look at the New England Industrial Center with the goal of promoting and encouraging new and existing businesses and ultimately create significant revenue for the town. The changes proposed will permit greater flexibility, particularly when coupled with a general provision granting discretion to the Planning Board to relax dimensional requirements up to 25%. The Planning Board and the Board of Selectmen recommend adoption of this article.

Mr. Maurice Handel, Chairman, stated that the Board of Selectmen urges Town Meeting to support this article.

Mr. Gary B. McNeill, member, recommended adoption on behalf of the Finance Committee.

In response to an inquiry from Glenn S. Orenstein, Mr. Ruth advised that the additional height limitation area does include the hotel and office building on top of the hill.

Mr. Robert E. Deutsch suggested that the name of the industrial center be changed and urged consideration of the surrounding neighborhoods. Mr. Ronald W. Ruth advised that there are no omnibudsmen per say, but the Planning Board will listen to concerns during their pubic hearings.

In response to an inquiry from Mr. David J. Ecsedy, Mr. Ruth explained that the floor Area Ratio is the ratio of the floor area to the lot size.

In response to an inquiry from Mr. Martin L. B Walter regarding the lack of "destination" businesses, Mr. Ruth stated that retail business is limited.

In response to an inquiry from Mr. David C. Harris, Mr. Ruth advised that while he is not aware of the zoning requirements for the Wells Office Park, this Park does allow greater height. He also suggested that the City of Newton is likely to revisit the Wells area.

A motion to move the previous question was offered by Mr. Thomas M. Jacob. The motion was presented and carried by two-thirds voice vote declared by the Moderator.

ACTION : The main motion was presented and carried unanimously by voice vote.

ARTICLE 5: So voted by unanimous consent earlier this evening.

ARTICLE 6: was previously withdrawn earlier this evening.

ARTICLE 7: So voted by unanimous consent earlier this evening.

ARTICLE 8: ADOPTION OF STRETCH ENERGY CODE

To see if the Town will vote to amend its General By-Laws by adding thereto Section 3.10 entitled "Stretch Energy Code" for the purpose of regulating the design and construction of buildings for the effective use of energy, pursuant to Appendix 115.AA of the Massachusetts Building Code, 780 CMR, the "Stretch Energy Code", including amendments or modifications thereto, as set forth below; or take any action relative thereto.

Section 3.10 STRETCH ENERGY CODE

3.10.1 Definitions

International Energy Conservation Code (IECC) The International Energy Conservation Code (IECC) is a building energy code created by the International Code Council. It is a model code adopted by many state and municipal governments in the United States for the establishment of minimum design and construction requirements for energy efficiency, and is updated on a three year cycle. Since July 1, 2010, the baseline energy conservation requirements of the MA State Building Code defaulted to the latest published edition, currently the IECC 2009 with Massachusetts amendments as approved by the Board of Building Regulations and Standards.

Stretch Energy Code Codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA of the 8th edition Massachusetts building code, the Stretch Energy Code is an appendix to the Massachusetts building code, based on further amendments to the International Energy Conservation Code (IECC) to improve the energy efficiency of buildings built to this code.

3.10.2 Purpose The purpose of 780 CMR 115.AA is to provide a more energy efficient alternative to the base energy code applicable to the relevant sections of the building code for both new construction and existing buildings.

3.10.3 Applicability This code applies to residential and commercial buildings. Buildings not included in this scope shall comply with 780 CMR 13, 34, 51, as applicable.

3.10.4 Authority A municipality seeking to ensure that construction within its boundaries is designed and built above the energy efficiency requirements of 780 CMR may mandate adherence to this appendix. 780 CMR 115.AA may be adopted or rescinded by any municipality in the Commonwealth in the manner prescribed by law.

3.10.5 Stretch Code The Stretch Code, as codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA, including any future editions, amendments or modifications, is herein incorporated by reference into this Section.

3.10.6 Enforcement The Stretch Code shall be enforced by the Building Inspector.

Article Information*: *The "Stretch Code" is an appendix to the Massachusetts building energy code (Base Code) that enhances the energy efficiency of the Base Code. It can only be adopted through a local option vote of Town Meeting. The Stretch Code applies to new residential, municipal and commercial buildings, as well as to residential additions and to certain renovations. In new buildings, it achieves efficiency by moving to a performance-based code, where developers design buildings so as to reduce energy use by a given percentage below Base Code, rather than being required to install specific efficiency measures. For additions and renovations the owner and/or developer can choose between the performance-based approach and a prescriptive approach with specific requirements. If approved by Town Meeting, the amended code would take effect January 1st, but would run concurrently with the Base Code until July 1st, when the amended code would become the requirement. Homeowners and developers could choose which code they want to use during the concurrent period.

MOVED: That the Town vote to amend its General By-Laws by adding thereto Section 3.10 entitled "Stretch Energy Code" for the purpose of regulating the design and construction of buildings for the effective use of energy, pursuant to Appendix 115.AA of the Massachusetts Building Code, 780 CMR, the "Stretch Energy Code", including amendments or modifications thereto, as set forth below;

Section 3.10 STRETCH ENERGY CODE

3.10.1 Definitions

International Energy Conservation Code (IECC) The International Energy Conservation Code (IECC) is a building energy code created by the International Code Council. It is a model code adopted by many state and municipal governments in the United States for the establishment of minimum design and construction requirements for energy efficiency, and is updated on a three year cycle. Since July 1, 2010, the baseline energy conservation requirements of the MA State Building Code defaulted to the latest published edition, currently the IECC 2009, with Massachusetts amendments as approved by the Board of Building Regulations and Standards.

Stretch Energy Code Codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA of the 8th edition Massachusetts building code, the Stretch Energy Code is an appendix to the Massachusetts building code, based on further amendments to the International Energy Conservation Code (IECC) to improve the energy efficiency of buildings built to this code.

3.10.2 Purpose The purpose of 780 CMR 115.AA is to provide a more energy efficient alternative to the base energy code applicable to the relevant sections of the building code for both new construction and existing buildings.

3.10.3 Applicability This code applies to residential and commercial buildings. Buildings not included in this scope shall comply with 780 CMR 13, 34, 51, as applicable.

3.10.4 Authority A municipality seeking to ensure that construction within its boundaries is designed and built above the energy efficiency requirements of 780 CMR may mandate adherence to this appendix. 780 CMR 115.AA may be adopted or rescinded by any municipality in the Commonwealth in the manner prescribed by law.

3.10.5 Stretch Code The Stretch Code, as codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA, including any future editions, amendments or modifications, is herein incorporated by reference into this Section.

3.10.6 Enforcement The Stretch Code shall be enforced by the Building Inspector.

Mr. Gerald A. Wasserman, Selectman, addressed this proposal. He noted that a majority of the Board of Selectmen voted to recommend adoption of this article.

Mr. Wasserman noted that 95 (actually 98 as of tonight) communities around Needham have adopted this code. By passing this article Needham will be adding to the consistency of neighboring towns. This stretch energy code applies mainly to new residential, municipal and commercial buildings, and residential additions. There are money savings to this article. Mr. Wasserman explained that this is part of a larger program called Green Communities. He recommended support of this article.

Jeanne S. McKnight, member, stated that the Planning Board voted unanimously to recommend adoption of the Stretch Energy Code. She indicated that this will result in better quality construction. The Planning Board urges adoption of this article.

Mr. Richard M. Reilly, member, recommended adoption on behalf of the Finance Committee. He explained that there is some initial training costs that will be provided by the state and that there is no cost to the town.

Speaking in favor of this article, Lois Sockol indicated that this article helps us to become more energy independent and less energy pollutant. She urged adoption of this article.

Michelle S. Ardini stated that she does not support this article and suggested that it goes too far. She felt that it would encourage teardowns. There are already too many government regulations. She urged a no vote.

Gary M. Kaufman, resident, 12 Eaton Road, stated that when he built his house last year he chose to go the extra mile which cost an additional $40,000 for energy efficiency. The cost for new homes will be in the range of $40,000 - $60,000 and renovations will cost close to $10,000. Some homeowners will avoid repairs in order to save the extra expense. Mr. Gerald A. Wasserman stated that we spoke to developers and were told they were already complying with this code.

Paul G Smith also spoke in opposition to this proposal indicating that this is another unfunded mandate and citizens do not need one more regulations.

Barbara K. Popper spoke in favor of this article.

Mindy A. Merow-Rubin asked what the opinion of the minority Selectmen who were not in favor of this proposal.

Mr. Daniel P. Matthews, Selectmen, advised that the vote of the Board of Selectmen was 3 – 2 to support this proposal. The main issue for those in the minority was the cost to the small homeowners.

Mr. Michael J. Greis of Green-Needham Collaborative stated that this code is not regulatory or punitive. The State stepped up to begin an energy savings program. This will save money and improve the economy.

Mr. Ford H. Peckham spoke in opposition of this proposal suggesting that it should be a matter of choice. A vote in favor is a vote against free choice.

John P. O'Leary also spoke in opposition to this proposal suggesting that this will hurt the older, smaller homes and will become a huge burden to many.

Mr. William A. Zoppo noted that he shares the concerns expressed here. The standards are to become more stringent over the next 5 years. All is in a state of flux at the present time.

Mary E. Keene-Hazzard questioned what percentage of the New England region has adopted this code or could we be in the minority? She noted that many of her constituents came to her and were opposed to this article. She also questioned why there couldn't be a variation between municipal buildings and smaller homes.

Mr. Wasserman explained that anything that currently does not need a permit will not need a permit under the new Stretch Energy Code. Because this is a state code, it would not be possible to separate small renovations and new construction or municipal buildings.

A motion to refer the subject matter of Article 8 back to the Board of Selectmen for further study was offered by Mr. William J. Supple.

Mr. Jeffrey D. Heller rose in support of Article 8 suggesting that the town be proactive.

A motion to move the previous question on all matters was offered by Jane A. Howard. The motion was presented and carried by a two-thirds vote on a voice vote declared by the Moderator.

Mr. Supple's motion to refer was presented but the Moderator was in doubt as to the voice vote. The motion was again presented but the Moderator was still in doubt. The following tellers were sworn to the faithful performance of their duties: Thomas M. Harkins, Thomas H. Hannigan, Jr. Paul A. Siegenthaler, Ann DerMarderosian, Erik J. Bailey, and Marjorie M. Margolis. The motion to refer was again presented and carried by a count of hands. The hand count was Yes 111 – No 96.

ARTICLE 9: AMEND THE FY 2012 OPERATING BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2012 Operating Budget adopted under Article 25 of the May 2011 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From:	Changing To
3	Health Insurance	$ 9,601,203	$ 9,519,724
6	Debt Service	$10,843,572	$10,883,020
10	Reserve Fund	$ 1,059,763	To be determined
22A	Building Inspector Salary and Wages	$ 452,113	$ 440,113
22B	Building Inspector Expenses	$ 16,095	$ 28,095
24	Needham Public Schools	$48,436,371	$48,501,371
25A	Public Works Salary and Wages	$ 3,025,205	$ 3,041,684

And that $39,448 is appropriated from premiums reserved for debt exclusion offsets; or take any other action relative thereto.

Article Information: The proposed reduction to the Health Insurance line is to transfer funds to the Needham Public Schools and the Public Works Salary and Wages lines to fund the Collective Bargaining Agreements reached with employee bargaining groups in those two departments. The employees in those groups are converting to the lower premium, higher out-of-pocket health insurance plans. The contract with the NIPEA group (DPW Employees) was approved at the 2011 Annual Town Meeting. The School Committee reached agreements with the employee bargaining groups, Units B, C, D, and E earlier in the year. The increase to the Debt Service budget is to reflect the premiums the Town received on excluded debt as a funding source and the repayment of that amount. The reduction to the Building Inspector Salary and Wage is to transfer the funds to the Building Inspector Expenses line. The Town has changed the manner in which the weights and measures work is accomplished from an in-house part-time employee to a service agreement with the Commonwealth of Massachusetts. The required inspections are done by employees from the office of the Division of Standards which sends out field inspectors to certify that weights and measurements for commercial products are accurate and meet the regulatory standards. The Town anticipates that the State will be making a one-time payment (approximately $100,000) to the Town within the next couple of weeks so a placeholder for the Reserve Fund line is included so that the budget line can be amended to reflect the actual amount received.

MOVED: That the Town vote to amend and supersede certain parts of the fiscal year 2012 Operating Budget adopted under Article 25 of the May 2011 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From:	Changing To
3	Health Insurance	$ 9,601,203	$ 9,519,724
6	Debt Service	$10,843,572	$10,883,020
10	Reserve Fund	$ 1,059,763	To be determined
22A	Building Inspector Salary and Wages	$ 452,113	$ 440,113
22B	Building Inspector Expenses	$ 16,095	$ 28,095
24	Needham Public		

	Schools	$48,436,371	$48,501,371
25A	Public Works Salary and Wages	$ 3,025,205	$ 3,041,684

And that $39,448 is appropriated from premiums reserved for debt exclusion offsets.

A motion to amend by deleting the following line items and inserting in place thereof the following:

Line Item	Appropriation	Changing From:	Changing To
10	Reserve Fund	$ 1,059,763	$1,166,524.

Lisa W. Zappala, member, addressed this proposal on behalf of the Finance Committee. She stated that the budget changes during the fiscal year for several reasons including additional state aid funding and/or changes in plans. The Finance Committee recommends adoption of this article.

Mr. Maurice Handel, Chairman, recommended adoption of this article on behalf of the Board of Selectmen.

The motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to amend and supersede certain parts of the fiscal year 2012 Operating Budget adopted under Article 25 of the May 2011 Annual Town Meeting, be deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From:	Changing To
3	Health Insurance	$ 9,601,203	$ 9,519,724
5	Debt Service	$10,843,572	$10,883,020
10	Reserve Fund	$ 1,059,763	$ 1,166,524
22A	Building Inspector Salary and Wages	$ 452,113	$ 440,113
22B	Building Inspector Expenses	$ 16,095	$ 28,095
24	Needham Public Schools	$48,436,371	$48,501,371
25A	Public Works Salary and Wages	$ 3,025,205	$ 3,041,684

And that $39,448 is appropriated from premiums reserved for debt exclusion offsets.

ARTICLE 10: So voted by unanimous consent earlier this evening.

ARTICLE 11: So voted by unanimous consent earlier this evening.

ARTICLE 12: So voted by unanimous consent earlier this evening.

ARTICLE 13: So voted by unanimous consent earlier this evening.

ARTICLE 14: APPROPRIATE FOR NEW SENIOR CENTER

To see if the Town will vote to raise and/or transfer and appropriate the sum of $8,075,000 for construction of a Senior Center, said sum to be to be spent under the direction of the Town Manager/Permanent Public Building Committee, and to meet this appropriation, that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under Chapter 44 of the General Laws or any other enabling authority, and further that $23,192 be transferred from Article 33 of the May 1993 Annual Town Meeting; or take any other action relative thereto.

Article Information: ***This Article seeks to appropriate monies to construct a new building to house the Town's Senior Center and Council on Aging. A Senior Center is the focal point for aging service issues in a community and serves residents of all ages in responding to these issues. The Center is the gateway to information and services that support and enable this multigenerational group (ages ranging from 60 to over 100) to maintain health, independence and optimal level of functioning in many aspects of life. This new building will also house the staff of the Council on Aging and its many active volunteers, all of whom contribute to the fulfillment of that department's mission and goals. The existing Senior Center and Council on Aging is located in a basement that has environmental issues as well as inadequate parking, programming and office/counseling space to support its core missions. From 2008 – 2010, a Senior Center Study Committee held numerous public meetings, conducted research and made recommendations on these matters, and the Town has spent $121,016 to conduct Feasibility Studies on five potential building sites. In accordance with the appropriation of $500,000 by the November 8, 2010 Special Town Meeting, a design has been completed for a new Senior Center at the Needham Heights MBTA commuter parking lot location. Town Meeting also approved a transfer of land between the Town and the MBTA that will enable the Town to construct the Center at this site. The requested funding will allow for the construction of the approximately 20,000 square-foot Senior Center building to begin in the winter of 2012. Construction is estimated to be completed in 18 months.***

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $8,075,000 for construction of a Senior Center, said sum to be to be spent under the direction of the Town Manager/Permanent Public Building Committee, and to meet this appropriation, that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under Chapter 44 of the General Laws or any other enabling authority, and further that $23,192 be transferred from Article 33 of the May 1993 Annual Town Meeting.

A motion to amend was offered by Mr. James G. Healy to strike the words "to be" in the motion as it appears in duplicate.

Mr. Gerald A. Wasserman, member, addressed this proposal on behalf of the Board of Selectmen. He stated that this project needs to be done now. There is a plan that will work, the funds won't take away from other capital needs, and the time for action is now.

Mr. George F. Kent, Chairman, addressed this proposal on behalf of the Permanent Public Building Committee. He stated that the design has been completed, the construction documents are in hand, and the Planning Board permitting process has been completed. The PPBC is ready to request bids. The total cost of

the Senior Center project is $8,575,000 which includes $500,000 for the design. The remaining cost is $8,075,000.

Suzanne D. Hughes, Chairman, addressed this proposal on behalf of the Council On Aging. She noted that the Council has been working on this project for more than twelve years. The Senior Center provides many things to many seniors – learning opportunities, fitness, and social activities. The current Senior Center in the Stephen Palmer basement is inadequate. There is water seepage in the basement and a lack of privacy. She noted that twenty-five percent of the town's residents use the center and it is woefully inadequate. She asked Town Meeting Members to vote for the new Senior Center tonight.

Mr. James G. Healy, Selectmen, stated that five members of the Board of Selectmen concluded that this is a vital asset to our town. This has been thoroughly and fairly investigated and the Board of Selectmen respectfully requests your support.

Mr. John P. Connolly, member, addressed this proposal on behalf of the Finance Committee. He stated the funding for this project falls entirely within the town's budget with no override. The Finance Committee recommends adoption of Article 14.

Ms. Deborah S. Winnick rose in support of this proposal and questioned the plan for fitting out the interior of the new Senior Center with computers, furniture, etc. Mr. Healy advised that the sum of $8,075,000 includes a vast amount of the interior fittings.

Mr. Healy's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried by two-thirds vote on a voice vote declared by the Moderator.

VOTED: That the Town vote to raise and/or transfer and appropriate the sum of $8,075,000 for construction of a Senior Center, said sum to be spent under the direction of the Town Manager/Permanent Public Building Committee, and to meet this appropriation, that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under Chapter 44 of the General Laws or any other enabling authority, and further that $23,192 be transferred from Article 33 of the May 1993 Annual Town Meeting.

ARTICLE 15: APPROPRIATE FOR SEWER PUMP STATION/RESERVOIR B

To see if the Town will vote to raise, and/or transfer and appropriate a sum for renovations and improvements to the Reservoir B sewer pump station, including without limitation all costs thereof as defined in Section 1 of G.L. c.29C; to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under G.L. c.44, §7, G.L. c.29C or any other enabling authority; that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Pollution Abatement Trust (MWPAT) established pursuant to G.L. c.29C and/or the Massachusetts Water Resources Authority (MWRA) and in connection therewith, to enter into a loan agreement and/or security agreement with the MWPAT and/or a loan agreement and financial assistance agreement with the MWRA with respect to such loan; that the Town Manager is authorized to contract with the MWPAT, the MWRA and the Department of Environmental Protection with respect to such loan and for any federal, state or other aid available for the project or for the financing thereof; that the Town Manager is authorized to enter into a project regulatory agreement with the Department of Environmental Protection; and that the Town Manager is authorized to expend all funds available to the project, or take any other action relative thereto.

Article Information*: *As part of the Wastewater System Master Plan, the Reservoir B Sewage Pumping Station was evaluated to determine its current physical condition, capacity vs. current and future flow projections, and compliance with current codes and standards of operation. The Reservoir Street "B" Sewage Pumping Station is the second oldest station in the system. Its back-up auxiliary engine has failed, and its pumps have been replaced with refurbished pumps until the station can be replaced. The station suffered a catastrophic failure almost a year before the refurbished pumps were installed and portable pumps had to be brought in to pump the sewage until the station could be temporarily repaired. The zoning changes instituted over the past decade to spur growth in the Needham Business Center will result in a significant increase in sewage flow to the station; however, the station must be replaced in order for the development of the business center to occur.

MOVED: That the Town vote to raise, and/or transfer and appropriate a sum for renovations and improvements to the Reservoir B sewer pump station, including without limitation all costs thereof as defined in Section 1 of G.L. c.29C; to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under G.L. c.44, §7, G.L. c.29C or any other enabling authority; that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Pollution Abatement Trust (MWPAT) established pursuant to G.L. c.29C and/or the Massachusetts Water Resources Authority (MWRA) and in connection therewith, to enter into a loan agreement and/or security agreement with the MWPAT and/or a loan agreement and financial assistance agreement with the MWRA with respect to such loan; that the Town Manager is authorized to contract with the MWPAT, the MWRA and the Department of Environmental Protection with respect to such loan and for any federal, state or other aid available for the project or for the financing thereof; that the Town Manager is authorized to enter into a project regulatory agreement with the Department of Environmental Protection; and that the Town Manager is authorized to expend all funds available to the project.

A motion to amend was offered by Mr. John A. Bulian by striking in the first line the words "a sum" and inserting in place thereof the sum "$6,300,000".

A second motion to amend was offered by Mr. John A. Bulian by adding an emergency preamble as follows: "This is an emergency measure necessary for the immediate preservation of the safety and convenience of the Town, and therefore final vote of the Town Meeting passing this measure shall be immediately operative.

Mr. John A. Bulian, member, addressed this proposal on behalf of the Board of Selectmen. He stated that we need to rebuild the Reservoir Pump Station located at 274 Reservoir

Street. The bid is in hand and the project will be financed through bonds. There is no impact on rates. The Board of Selectmen unanimously supports this article.

Lisa W. Zappala, member, recommended adoption on behalf of the Finance Committee. She stated that the debt reserve is fully supported and this project will not be funded through taxes or rate adjustments.

Mrs. Jeanne S. McKnight indicated that this project is not just a replacement but a significant upgrade. Mr. Bulian suggested that we are one community and this project benefits everyone.

Mr. Paul A. Siegenthaler indicated that he supports this project, but noted that rates could have gone down if we didn't do this project. He suggested that there is no reason we couldn't assess some costs to the users.

After a brief discussion, a motion to move the previous question on all motions on the floor was offered by Mr. Sam Bass Warner. The motion was presented and carried unanimously by voice vote.

Mr. Bulian's first motion to amend was presented and carried unanimously by voice vote.

Mr. Bulian's second motion to amend to add an emergency preamble was presented and carried by a two-thirds vote on a voice vote as declared by the Moderator..

ACTION : The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise, and/or transfer and appropriate $6,300,000 for renovations and improvements to the Reservoir B sewer pump station, including without limitation all costs thereof as defined in Section 1 of G.L. c.29C; to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under G.L. c.44, §7, G.L. c.29C or any other enabling authority; that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Pollution Abatement Trust (MWPAT) established pursuant to G.L. c.29C and/or the Massachusetts Water Resources Authority (MWRA) and in connection therewith, to enter into a loan agreement and/or security agreement with the MWPAT and/or a loan agreement and financial assistance agreement with the MWRA with respect to such loan; that the Town Manager is authorized to contract with the MWPAT, the MWRA and the Department of Environmental Protection with respect to such loan and for any federal, state or other aid available for the project or for the financing thereof; that the Town Manager is authorized to enter into a project regulatory agreement with the Department of Environmental Protection; and that the Town Manager is authorized to expend all funds available to the project. This is an emergency measure necessary for the immediate preservation of the safety and convenience of the Town, and therefore final vote of the Town Meeting passing this measure shall be immediately operative.

The Moderator thanked Sandy Cincotta for her assistance with the visuals; ; Custodians Doug Emily and Patrick Thornton for setting up the James Hugh Powers Great Hall; Ned Cooley and McKenzie for manning the microphones; Steve Tedesco for setting up and maintaining the audio system and Mark Mandel and the Needham Cable Channel for setting up and running the cameras; and State Representative Denise Garlick for representing the Town of Needham.

At 11:50 P.M. Mr. Maurice Handel on behalf of the Board of Selectmen offered the following Resolution:

THE FOLLOWING RESOLUTION

Was offered

In Memory of

Mary Ann Carovillano

WHEREAS: Mary Ann Carovillano was born and raised in Newark, New Jersey, and graduated from Eastside High School. She and her husband Robert settled in Needham, where together they raised their three children, Deborah, David, and Rebecca; and

WHEREAS: Mary Ann Carovillano helped many Needham residents as a real estate agent in several local agencies, and as a travel agent at Colpitts Travel in Dedham; and

WHEREAS: Mary Ann Carovillano was an active contributor to local social organizations such as the Newcomer's Club and the Postcomer's Club. She was a life-long learner, taking classes on many subjects, particularly cooking, which was a special passion. She was a member of a local bridge club and gourmet club, and her recipes are published in the gourmet cookbook "Recipes I Stole from my Friends;" and

WHEREAS: Mary Anne Carovillano served as a Town Meeting Member from 1971 through 1982, proudly serving with distinction as a teller for many years;

NOW THEREFORE, be it resolved by this body that the November 7, 2011 Special Town Meeting be dissolved in honor of the civic and community contributions of Mary Ann Carovillano to the Town of Needham.

ACTION: At 11:55 P.M. the Resolution was presented and carried unanimously by voice vote.

Theodora K. Eaton, MMC
Town Clerk

A true copy
ATTEST:

RECORD OF THE PRESIDENTIAL PRIMARY
Tuesday, March 6, 2012

Pursuant to a Warrant issued by the Selectmen January 24, 2012 the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Tuesday, the Sixth day of March in the year 2012 at seven o'clock in the forenoon. The polls remained open until 8:00 o'clock in the afternoon.

The meeting was called to order and the Wardens of the Precincts read the Warrant and the Officer's Return.

The ballot boxes were inspected and found to be empty and with the zero report printed. The boxes were then locked and the keys delivered to the Police Officers in attendance.

The ballot clerks were sworn to the faithful performance of their duties by their respective Wardens.

The polling places had been designated as follows:

Precinct A - Hillside School - Gymnasium
Precinct B - Hillside School - Gymnasium
Precinct C – High Rock School – Room 239 Art Room
Precinct D – High Rock School – Room 239 Art Room
Precinct E - Pollard Middle School - Room 226
Precinct F - Stephen Palmer Community Room
Precinct G – Broadmeadow School Performance Center
Precinct H – Broadmeadow School Performance Center
Precinct I- William Mitchell School - Gymnasium
Precinct J- William Mitchell School - Gymnasium

The polls were opened at seven o'clock in the forenoon and were kept open until eight o'clock in the afternoon.

Cards of instruction and specimen ballots were posted as required by Section 48, Chapter 54 of the General Laws.

The ballot box returns in the Precincts were as follows:
(Note: the hourly returns are inflated due to the double election.)

PRECINCTS	A	B	C	D	E
7:00 A.M.	0	0	0	0	0
8:00 A.M.	7	0	16	8	19
9:00 A.M.	42	95	29	18	42
10:00 A.M	66	135	53	46	70
11:00 A.M.	74	142	100	69	96
12:00 NOON	95	157	121	93	111
1:00 P.M.	115	183	136	104	132
2:00 P.M.	123	194	160	121	146
3:00 P.M.	140	207	181	135	168
4:00 P.M.	158	220	200	164	188
5:00 P.M.	185	252	218	185	220
6:00 P.M.	205	280	250	213	263
7:00 P.M.	236	321	293	255	315
8:00 P.M.	251	347	330	288	338

PRECINCTS	F	G	H	I	J
7:00 A.M.	0	0	32	0	0
8:00 A.M.	18	23	60	24	34
9:00 A.M.	35	49	71	43	53
10:00 A.M.	61	90	90	59	70
11:00 A.M.	92	104	115	73	94
12:00 NOON	111	129	139	96	116
1:00 P.M.	132	146	156	112	127
2:00 P.M.	150	165	174	130	133
3:00 P.M.	170	177	190	146	154
4:00 P.M.	186	194	224	168	167
5:00 P.M.	217	228	290	186	183
6:00 P.M.	246	268	296	224	221
7:00 P.M.	291	305	331	269	253
8:00 P.M.	309	352	358	294	273

The Town Clerk upon receipt of the returns from th several precincts forthwith canvassed the same and announced th official results at 10:15 P.M., March 6, 2012.

The total number of votes cast was as follows:

	Democrat	Republican	Green-Rainbow	Total
Precinct A	73	178	0	251
Precinct B	83	265	0	348
Precinct C	61	269	0	330
Precinct D	88	201	1	290
Precinct E	87	253	0	340
Precinct F	104	206	1	311
Precinct G	101	251	2	354
Precinct H	86	272	0	358
Precinct I	84	211	0	295
Precinct J	78	195	0	273
TOTAL	**845**	**2,301**	**4**	**3,150**

(The absentee ballots are included in the Total Vote)
TOTAL VOTE CAST – 3,150
(15.33% of Registered Voters)

The result of the balloting was as follows:

	A	B	C	D	E	F	G	H	I	J	TOTAL
DEMOCRATIC PARTY											
Total # of Votes Cast	73	83	61	88	87	104	101	86	84	78	845
PRESIDENTIAL PREFERENCE											
Barack Obama	66	75	55	83	73	91	86	73	78	68	748
No Preference	4	2	4	4	7	9	8	6	1	5	50
Scattered Write-Ins	0	1	0	1	2	1	2	3	2	2	14
Blanks	3	5	2	0	5	3	5	4	3	3	33
STATE COMMITTEE MAN (Norfolk, Bristol & Middlesex District)											
Bill Bowles	54	59	43	0	0	0	0	0	50	49	255
Scattered Write-Ins	0	0	1	0	0	0	0	0	1	0	2
Blanks	19	24	17	0	0	0	0	0	33	29	122
STATE COMMITTEE WOMAN (Norfolk, Bristol & Middlesex)											
Ellen L. Parker	56	59	45	0	0	0	0	0	54	53	267
Scattered Write-Ins	0	0	1	0	0	0	0	0	0	0	1
Blanks	17	24	15	0	0	0	0	0	30	25	111
STATE COMMITTEE MAN (Norfolk and Suffolk District)											
Daniel R. Settana	0	0	0	21	18	19	20	23	0	0	101
Thomas Joseph Holloway	0	0	0	35	31	36	38	34	0	0	174
Wayne J. Wilson, Jr.	0	0	0	8	1	9	7	5	0	0	28
Scattered Write-Ins	0	0	0	1	0	0	0	0	0	0	1
Blanks	0	0	0	23	37	40	36	24	0	0	160
STATE COMMITTEE WOMAN (Norfolk and Suffolk District)											
Judith A. Settana	0	0	0	53	40	68	60	50	0	0	271
Scattered Write-Ins	0	0	0	1	0	0	0	1	0	0	2
Blanks	0	0	0	34	47	36	41	35	0	0	193
DEMOCRATIC TOWN COMMITTEE (35)											
Lida E. Harkins	53	61	44	66	66	80	66	69	58	60	621
James W. Segel	43	40	33	41	42	47	47	44	43	38	418
Denise C. Garlick	59	58	51	68	62	85	66	67	68	63	646
Daniel P. Matthews	48	43	40	53	47	64	56	60	55	51	517
Gerald Wasserman	49	61	44	56	51	67	56	57	61	52	552
John A. Bulian	48	43	39	45	46	60	48	54	48	48	478
Maurice Handel	47	45	41	47	51	65	54	53	59	53	515
Walter McDonough	41	38	31	40	39	43	45	49	38	35	399
Michael J. Greis	47	45	36	46	49	59	50	50	54	46	482
Edward V. Cosgrove III	39	40	35	43	47	51	46	46	42	43	432

DEMOCRATIC TOWN COMMITTEE (35) (Continued)

Susan Welby	42	44	34	44	48	50	53	47	50	41	413
Sheila Pransky	49	43	38	49	43	53	46	43	45	42	451
Steven N. Jacques	44	40	34	41	46	56	47	49	47	33	437
Katherine P. Jacques	40	41	35	41	45	55	47	49	45	38	435
Terence P. Noonan	39	39	31	41	40	42	45	48	45	34	404
Paul F. Denver	42	41	34	43	44	45	46	50	49	38	432
Donald B. Gratz	43	42	34	42	43	46	45	43	42	33	413
Colleen C. Harkins	43	42	35	43	47	48	51	51	46	37	443
Caitlin Callahan Harkins	43	41	34	41	43	45	49	47	46	36	425
Robert Stegman	39	41	31	43	40	41	43	41	37	34	391
Michael A. Diener	38	39	32	38	39	44	43	43	39	32	387
Irwin Silverstein	45	40	33	44	43	49	45	42	41	37	419
Nina Silverstein	43	39	34	43	43	48	44	42	41	37	414
Damon J. Borrelli	39	43	36	45	42	51	49	46	43	40	434
Jeanne S. McKnight	43	42	32	44	47	48	45	46	43	37	427
William J. Okerman	40	40	31	38	40	47	43	42	43	36	400
Lauren S. Terzian	38	40	32	39	37	43	43	41	41	33	387
Elaine Kassel	42	41	33	40	40	44	45	42	39	46	412
Jeffrey S. Shapiro	40	41	34	38	43	47	45	49	40	41	418
Ann M. Cosgrove	43	40	35	43	56	52	52	47	46	47	461
Fredie D. Kay	47	43	31	37	39	50	47	43	40	35	412
Harmony H. Wu	42	42	35	50	51	57	54	51	49	43	474
Guy Demetrius, Sr.	37	39	31	38	41	40	43	41	35	32	377
C. Pauline Demetrius	39	38	31	38	42	41	42	42	37	33	383
Heidi C. Black	39	42	36	42	45	48	45	45	46	38	426
Scattered Write-Ins	0	0	0	0	0	0	0	0	0	0	0
Blanks	1042	1408	904	1530	1458	1829	1844	1331	1339	1308	13,993

	A	B	C	D	E	F	G	H	I	J	TOTAL

REPUBLICAN PARTY

Total # of Votes Cast	178	265	269	201	253	206	251	272	211	195	2,301

PRESIDENTIAL PREFERENCE

Ron Paul	12	10	22	13	12	13	19	11	12	10	134
Mitt Romney	135	212	220	165	208	161	189	225	162	161	1,838
Rick Perry	0	0	2	0	0	0	0	0	0	0	2
Rick Santorum	17	24	14	16	23	19	26	20	22	15	196
Jon Huntsman	1	4	1	1	1	4	4	2	2	1	21
Michele BachmanN	0	0	1	0	1	1	2	0	1	0	6
Newt Gingrich	9	9	6	4	7	6	10	12	11	5	79
No Preference	1	0	2	1	0	2	1	1	1	1	10
Scattered Write-Ins	0	2	0	1	1	0	0	0	0	2	6
Blanks	3	4	1	0	0	0	0	1	0	0	9

STATE COMMITTEE MAN (Norfolk, Bristol & Middlesex District)

Marc S. Conroy	22	31	29	0	0	0	0	0	25	34	141
Carl Nelson	88	128	121	0	0	0	0	0	92	83	512
Earl H. Sholley	19	26	21	0	0	0	0	0	17	21	104
Scattered Write-Ins	0	0	2	0	0	0	0	0	0	1	3
Blanks	49	80	96	0	0	0	0	0	77	56	358

STATE COMMITTEE WOMEN (Norfolk , Bristol & Middlesex District)

Linda K. Jewell	49	65	66	0	0	0	0	0	39	53	272
Patricia Saint Aubin	65	91	93	0	0	0	0	0	77	72	398
Scattered Write-Ins	0	1	1	0	0	0	0	0	0	1	3
Blanks	64	108	109	0	0	0	0	0	95	69	445

STATE COMMITTEE MAN (Norfolk and Suffolk District)

Brad Williams	0	0	0	123	132	117	135	135	0	0	642
Scattered Write-Ins	0	0	0	0	1	0	1	3	0	0	5
Blanks	0	0	0	78	120	89	115	134	0	0	536

STATE COMMITTEE WOMEN (Norfolk and Suffolk District)

Patricia E. Barrett	0	0	0	124	129	122	139	140	0	0	654
Scattered Write-Ins	0	0	0	0	1	0	1	1	0	0	3
Blanks	0	0	0	77	123	84	111	131	0	0	526

REPUBLICAN TOWN COMMITTEE (35)

Matthew D. Borrelli	91	146	143	103	132	122	126	139	99	107	1,208
Carol Johnson Boulris	74	110	111	89	103	88	92	86	78	78	909
Gregory M. Casey	68	107	97	72	98	85	95	107	79	82	890
Louise V. Condon	95	144	150	124	148	111	138	154	118	107	1,289
Richard S. Creem	86	105	101	72	98	82	96	87	74	75	876
Gilbert W. Cox, Jr.	82	125	124	100	122	90	110	109	95	83	1,040
Robert A. Downs	70	110	104	76	107	78	94	90	75	83	887
James G. Healy	86	131	150	99	132	111	134	140	101	108	1,192
Joshua W. Levy	77	110	101	82	95	77	92	90	70	75	869
William J. McCarthy	67	108	100	73	94	76	94	96	78	76	862
Louise L. Miller	69	106	110	82	99	76	91	86	71	74	864
F. Timothy Hegarty, Jr.	75	106	101	68	99	90	99	85	75	70	868
Alice L. Morrison	67	110	98	71	99	79	85	92	78	76	854
Ruth Z. Nadol	68	104	103	69	92	73	85	81	68	68	811
John P. O'Leary	75	115	113	78	119	88	111	119	101	85	1,004
Ted Owens	73	113	101	78	102	93	99	88	81	81	909
Emily M. Salaun	69	104	95	68	91	77	91	83	76	77	831
Christopher S. Selland	68	102	93	68	87	69	86	82	73	72	800
Ada W. Suydam	64	102	93	66	87	72	84	81	68	68	785
Mary D. Tibma	67	106	108	78	107	93	97	90	80	87	913
Kathleen D. Whitney	71	107	104	74	104	75	95	96	77	75	878
John E. Comando	68	100	93	67	93	72	88	90	67	73	811
Mary A. Leenhouts	64	105	100	67	94	75	85	87	70	72	819
Patricia A. Baker	73	110	107	76	95	81	91	85	71	72	861
Joseph Y. Wong	66	104	95	67	87	75	88	84	76	72	814
Michael L. Beard	68	106	93	67	93	75	87	81	76	71	805
Marcia E. Bernet	67	102	92	68	90	74	86	79	71	70	799
John F. Coffey	68	111	98	71	99	76	104	89	76	88	880
Robert A. Dunning	71	105	95	69	89	73	86	83	70	67	808
Mark McDonough	69	102	93	75	93	77	93	91	71	67	831
Alicia A. Droney	70	107	97	73	91	76	92	99	73	70	848
Daniel J. Tibma	73	106	115	77	110	86	97	90	77	85	916
Cynthia J. Wolfe	67	104	111	78	111	76	103	88	79	80	897
No Nomination											
No Nomination											
Scattered Write-Ins	1	1	3	4	0	3	6	3	2	5	28
Blanks	3,843	5,641	5,923	4,486	5,495	4,486	5,585	6,390	4,791	4,226	50,866

	A	B	C	D	E	F	G	H	I	J	TOTAL
GREEN-RAINBOW PARTY											
Total # of Votes Cast	0	0	0	1	0	1	2	0	0	0	4
PRESIDENTIAL PREFERENCE											
Kent Mesplay	0	0	0	0	0	0	0	0	0	0	0
Jill Stein	0	0	0	0	0	0	2	0	0	0	2
Harley Mikkelson	0	0	0	1	0	0	0	0	0	0	1
No Preference	0	0	0	0	0	0	0	0	0	0	0
Scattered Write-Ins	0	0	0	0	0	1	0	0	0	0	1
Blanks	0	0	0	0	0	0	0	0	0	0	0
STATE COMMITTEE MAN(Norfolk , Bristol & Middlesex District)											
No Nomination:											
Scattered Write-Ins	0	0	0	0	0	0	0	0	0	0	0
Blanks	0	0	0	0	0	0	0	0	0	0	0
STATE COMMITTEE WOMEN (Norfolk , Bristol & Middlesex District)											
No Nomination:											
Scattered Write-Ins	0	0	0	0	0	0	0	0	0	0	0
Blanks	0	0	0	0	0	0	0	0	0	0	0
STATE COMMITTEE MAN (Norfolk and Suffolk District)											
No Nomination:											
Scattered Write-Ins	0	0	0	1	0	1	0	0	0	0	2
Blanks	0	0	0	0	0	0	2	0	0	0	2
STATE COMMITTEE WOMEN (Norfolk and Suffolk District)											
No Nomination:											
Scattered Write-Ins	0	0	0	1	0	1	1	0	0	0	3
Blanks	0	0	0	0	0	0	1	0	0	0	1
GREEN-RAINBOW TOWN COMMITTEE (10)											
No Nomination:											
Scatttered Write-Ins	0	0	0	0	0	1	0	0	0	0	1
Blanks	0	0	0	10	0	9	20	0	0	0	39

The ballots casts in the several precincts were returned to the Town Clerk in the sealed cases. The voting lists used at the entrances the polling places and at the ballot boxes and copy of the precinct record of the election were also returned, all properly sealed in conformi with the laws governing elections.

Adjourned at 10:15 P.M., March 6, 2012

Theodora K. Eaton, MMC
Town Clerk

A true copy
ATTEST:

RECORD OF THE ANNUAL TOWN ELECTION
Tuesday April 10, 2012

February 14, 2012\, the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Tuesday, the tenth day of April in the year 2012 at forty-five minutes after six o'clock in the forenoon for the purpose of nominating Town Officers and Town Meeting Members. The polls remained open until 8:00 o'clock in the afternoon.

The meeting was called to order and the Wardens of the Precincts read the Warrant and the Officer's Return.

The ballot boxes were inspected and found to be empty and with the zero report printed. The boxes were then locked and the keys delivered to the Police Officers in attendance.

The ballot clerks were sworn to the faithful performance of their duties by their respective Wardens.

The polling places had been designated as follows:

Precinct A - Hillside School - Gymnasium
Precinct B - Hillside School - Gymnasium
Precinct C – High Rock School - Library
Precinct D – High Rock School - Library
Precinct E - Pollard Middle School – Inner Room
Precinct F - Stephen Palmer Community Room
Precinct G – Broadmeadow School Performance Center
Precinct H – Broadmeadow School Performance Center
Precinct I- William Mitchell School - Gymnasium
Precinct J- William Mitchell School - Gymnasium

The polls were opened at forty-five minutes after six o'clock in the forenoon and were kept open until eight o'clock in the afternoon.

Cards of instruction and specimen ballots were posted as required by Section 48, Chapter 54 of the General Laws.

ARTICLE 1: ANNUAL TOWN ELECTION

To choose by ballot the following Town Officers:
One Moderator for One Year;
Two Selectmen for Three Years;
One Selectman for Two Years;
One Assessor for Three Years;
Two Members of School Committee for Three Years;
One Trustee of Memorial Park (trustee of soldiers' memorials – veteran) for Three Years;
One Trustee of Memorial Park (trustee of soldiers' memorials – non-veteran) for Three Years;
Two Trustees of Needham Public Library for Three Years;
One Member of Board of Health for Three Years;
One Member of Planning Board for Five Years;
One Commissioner of Trust Funds for Three Years;
Two Members of Park and Recreation Commission for Three Years;

Twenty-Four Town Meeting Members from Precinct A;
Twenty-Four Town Meeting Members from Precinct B;
Twenty-Four Town Meeting Members from Precinct C;
Twenty-Four Town Meeting Members from Precinct D;
Twenty-Four Town Meeting Members from Precinct E;
Twenty-Four Town Meeting Members from Precinct F;
Twenty-Four Town Meeting Members from Precinct G;
Twenty-Four Town Meeting Members from Precinct H;
Twenty-Four Town Meeting Members from Precinct I;
Twenty-Four Town Meeting Members from Precinct J.

The ballot box returns in the Precincts were as follows:

PRECINCTS	A	B	C	D	E
6:45 A.M.	0	0	0	0	0
7:00 A.M.	1	0	3	7	3
8:00 A.M.	10	28	41	31	48
9:00 A.M.	41	42	59	53	39
10:00 A.M	60	76	74	74	75
11:00 A.M.	74	102	110	109	103
12:00 NOON	103	139	141	125	127
1:00 P.M.	115	184	162	137	145
2:00 P.M.	125	207	196	156	164
3:00 P.M.	144	230	219	162	196
4:00 P.M.	160	257	240	196	219
5:00 P.M.	183	292	273	222	267
6:00 P.M.	204	320	310	263	311
7:00 P.M.	238	356	371	300	382
8:00 P.M.	257	402	406	331	447

PRECINCTS	F	G	H	I	J
6:45 A.M.	0	0	0	0	0
7:00 A.M.	3	6	4	6	1
8:00 A.M.	48	55	45	51	26
9:00 A.M.	68	95	68	87	79
10:00 A.M.	104	115	97	127	118
11:00 A.M.	136	164	157	176	152
12:00 NOON	165	202	197	210	178
1:00 P.M.	192	244	232	240	209
2:00 P.M.	224	278	259	274	227
3:00 P.M.	254	281	287	311	244
4:00 P.M.	286	336	314	338	279
5:00 P.M.	336	366	368	383	317
6:00 P.M.	382	409	407	437	363
7:00 P.M.	447	491	448	496	415
8:00 P.M.	477	558	507	564	467

The Town Clerk upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 10:25 P.M., April 10 2012

The total number of votes cast was as follows:

	Total
Precinct A	257
Precinct B	402
Precinct C	406
Precinct D	331
Precinct E	448
Precinct F	477
Precinct G	558
Precinct H	507
Precinct I	565
Precinct J	467
TOTAL	**4,418**

(The absentee ballots are included in the Total Vote as well as two hand count ballots and two provisional ballots)
TOTAL VOTE CAST –
(22.50% of Registered Voters)

The result of the balloting was as follows:

TOWN OFFICES

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	257	402	406	331	448	477	558	507	565	467	4,418
MODERATOR (for one year) (Vote for One)											
Michael K. Fee	153	292	299	234	326	336	402	351	389	326	3,138
Scattered Write-Ins	0	2	3	4	3	1	2	2	2	3	22
Blanks	74	108	104	93	119	140	154	154	174	138	1,258
SELECTMAN (for three years) (Vote for Not More Than Two)											
John A. Bulian	173	252	260	199	270	282	351	326	347	281	2,741
Maurice Handel	165	254	266	221	290	301	351	283	363	302	2,796
Scattered Write-Ins	0	2	0	1	4	3	6	3	3	1	23
Blanks	176	296	286	241	332	368	408	402	417	350	3,272
SELECTMAN (for two years) (Vote for One)											
Matthew D. Borrelli	135	247	240	185	265	257	289	313	268	246	2,453
Michael J. Greis	116	146	161	143	179	203	242	187	275	212	1,864
Scattered Write-Ins	0	0	0	0	2	0	0	0	0	1	3
Blanks	6	9	5	3	2	7	27	7	22	8	96
ASSESSOR (for three years) (Vote for One)											
Damon J. Borrelli	181	275	275	213	269	294	342	331	352	290	2,826
Scattered Write-Ins	0	0	0	1	0	1	0	1	1	0	10
Blanks	76	127	131	118	177	182	207	175	213	174	1,580
SCHOOL COMMITTEE (for three years) (Vote for Not More Than Two)											
Heidi C. Black	161	228	251	209	240	259	318	270	320	284	2,519
Susan B. Neckes	154	243	240	189	232	260	320	259	317	270	2,484
Scattered Write-Ins	0	2	1	0	0	0	2	0	2	0	7
Blanks	199	331	320	264	424	435	476	485	491	400	3,822

TOWN OFFICES

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	257	402	406	331	448	477	558	507	565	467	4,418
TRUSTEE OF MEMORIAL PARK (Trustee of Soldiers' Memorials – veteran) (for three years) (Vote for One)											
Ron Sockol	175	268	272	221	281	296	355	336	378	302	2,883
Scattered Write-Ins	0	1	0	1	1	0	3	1	0	0	7
Blanks	82	133	134	109	165	200	181	200	170	187	1,526
TRUSTEE OF MEMORIAL PARK (Trustee of Soldiers' Memorials – non-veteran) (for three years) (Vote for One)											
Mark R. Forbes	165	261	254	204	262	276	349	296	349	292	2,706
Scattered Write-Ins	0	0	0	0	1	0	1	0	0	0	2
Blanks	92	141	152	127	185	201	208	211	2136	175	1,707
TRUSTEE OF NEEDHAM PUBLIC LIBRARY (for three years) (Vote for Not More Than Two)											
Margaret L. Pantridge	164	258	262	208	257	286	347	300	363	298	2,753
Gregory John Shesko	162	234	249	204	249	271	319	275	341	268	2,572
Scattered Write-Ins	0	0	0	1	0	0	2	1	0	3	7
Blanks	188	312	301	249	380	397	448	438	426	365	3,500
BOARD OF HEALTH (for three years) (Vote for One)											
No Nomination											
Write-Ins:											
Jane F. Fogg	4	25	17	25	28	42	69	29	51	36	326
Karen Clark McLeod	2	10	4	10	18	21	15	19	14	33	146
Robert A. Partridge	0	0	6	8	21	0	12	4	7	3	61
Scattered Write-Ins	12	13	19	13	39	11	24	18	19	16	183
Blanks	239	354	366	283	363	403	450	441	481	481	3,761
PLANNING BOARD (for five years) (Vote for One)											
Martin Jacobs	159	253	243	195	253	253	338	281	329	271	2,573
Scattered Write-Ins	0	1	1	1	1	0	1	0	0	0	5
Blanks	98	148	162	135	194	224	219	226	236	196	1,837
COMMISSIONER OF TRUST FUNDS (for three years) (Vote for One)											
Heydon David Traub	158	244	259	200	250	259	322	285	322	285	2,563
Scattered Write-Ins	1	1	0	1	1	0	5	0	0	0	9
Blanks	98	157	147	130	197	218	231	222	243	202	1,844
PARK &A RECREATION COMMISSION (for three years) (Vote for Not More Than Two)											
Thomas M. Jacob	128	223	225	185	226	246	260	244	258	214	2,209
David C. DiCicco	147	191	198	169	203	216	238	227	207	256	2,051
Matthew Michael Toolan	78	136	135	122	174	157	286	203	284	157	1,742
Scattered Write-Ins	0	1	0	1	1	0	0	1	0	0	4
Blanks	161	253	254	184	292	335	332	339	381	297	2,826

TOWN MEETING MEMBERS

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	257	402	406	331	448	477	558	507	565	467	4,418

TOWN MEETING MEMBERS FROM PRECINCT A (Vote for Not More Than Twenty-Four)

PRECINCT A (For Three Years)

Elizabeth M. Sargent	137	Richard S. Creem	129
Karen N. Price	136	Donald B. Gratz	128
Scott D. Butchart	132	Leslie A. Kalish	127
Rachel B. Miller	131	Erik J. Bailey	127

PRECINCT A (For Two Years)

Mary E. Keane-Hazzard	125	Lee Garf	119
John D. Genova	125	Norman F. O'Brien, Jr.	118
Alan J. Davidson	122	Cheryl A. Gosmon	118
Louise I. Schneider	119	Nicholas P. Sterling	115

PRECINCT A (For One Year)

Walter D. Herrick	112	Write-Ins:	
Dennis Carothers	112	Irwin Silverstein	9
Christopher A. Maxwell	112	Nina Silverstein	8
Tyson P. King	110	James Scott	4
		Suzanne Nissen	3

TOWN MEETING MEMBERS FROM PRECINCT B (Vote for Not More Than Twenty-Four)

PRECINCT B (For Three Years)

Damon J. Borrelli	213	Sarah Ann Toran	175
James G. Healy	209	Thomas M. Jacob	174
Marianna Borrelli	203	Stacie M. Shapiro	167
Kim Marie Nicols	189	Scott McConchie	162

PRECINCT B (For Two Years)

Steven M. Rosenstock	156	Catherine E. Kurkjian	148
Elizabeth Jane Grimes	154	Mark Goldberg	147
Kevin T. Pendergast	152	* Dorothea Von Herder	146
Cathy M. Freedberg	151	* David C. Harris	146
Richard B. Moody	148		

* Tie for Two-Year Term

TOWN MEETING MEMBERS

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	257	402	406	331	448	477	558	507	565	467	4,418

PRECINCT B (For One Year)

John J. Frankenthaler	144	Glenn S. Orenstein	140
William G. Doyle	143	Gerald C. Rovner	138
Richard M. Freedberg	143	Francis G. Arren	137
George Baierlein	142		

TOWN MEETING MEMBERS FROM PRECINCT C (Vote for Not More Than Twenty-Four)

PRECINCT C (For Three Years)

Joseph P. Barnes, Jr.	181	Sandra Balzer Tobin	163
Scott M. Brightman	180	Gilbert W. Cox, Jr.	161
Paul S. Alpert	164	Paul B. Tillotson	157
Sheila G. Pransky	163	Susan B. Neckes	156

PRECINCT C (For Two Years)

Louise L. Miller	154	Mark J. Gluesing	144
Claire Patricia Messing	151	Debra Man Schmill	144
Peter A. Alpert	147	David R. Cox	141
Bruce S. Barnett	147	Carl J. Lueders	141

PRECINCT C (For One Year)

James D. Masterman	137	William H. Dugan, Jr.	125
Edward Doherty	137	Caterina Bonadio O'Connor	122
Lisa W. Zappala	132	Lois R. Goldberg	117
Robert Scott Ticktin	127	Adelaide C. Young	115

PRECINCT C (Not Elected)

Natasha Espada	110	Thomas David Langford	103
John H. Haslip	107	Joel H. Daniels	102

TOWN MEETING MEMBERS FROM PRECINCT D (Vote for Not More Than Twenty-Four)

PRECINCT D (For Three Years)

Heidi C. Black	175	Roy A. Cramer	146
Holly Anne Clarke	152	Kathryn L. D'Addesio	146
Ann Der Marderosian	151	Bruce T. Eisenhut	146
Kathleen M. Lewis	149	Gregory John Shesko	145

TOWN MEETING MEMBERS

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	257	402	406	331	448	477	558	507	565	467	4,418

PRECINCT D (For Two Years)

Richard J. Lunetta	139	Joshua W. Levy	133
Gary B. McNeill	136	Cynthia L. Conturie	132
David J. Sexton	136	Ross M. Donald	130
Thomas F. Soisson	133	Richard S. Mann	130

PRECINCT D (For One Year)

Roger B. Hunt	129	Carl S. Ship	115
Aaron M. Pressman	122	Write-Ins:	
Aaron Remorenko	120	Christopher J. Gerstel	6
Reginald C. Foster	119	Michele C. S. Dhanda	2
Arthur Walitt	117		

TOWN MEETING MEMBERS FROM PRECINCT E (Vote for Not More Than Twenty-Four)

PRECINCT E (For Three Years)

Constance S. Barr	208	Carol A. Fachetti	175
Ann M. Cosgrove	200	Cynthia J. Chaston	167
Philip V. Robey	186	Kevin M. Tormey	161
Ford H. Peckham	175	Michael J. Retzky	158

PRECINCT E (For Two Years)

Linda J. George	157	Lawrence R. Cummings	152
Sam Bass Warner	154	Julie E. Stevens	152
Irene M. Francesconi	154	Theodore M. Crowell	150
Christine M. Harvey	153	Paul J. Durda	149

PRECINCT E (For One Year)

Ronald W. Ruth	146	Write-Ins:	
Paul A. Siegenthaler	139	Edward Cosgrove	11
Kurt M. Mullen	133	Ted Weiner	3
John E. Comando	133	* Carl Rubin	2
Walter T. Decker	120	* Gerald Silverstein	2

* (Tie for One Year Term)

PRECINCT E (Not Elected)

* Carl M. Rubin	2	* Tie for One Year Term
* Gerald Silverstein	2	

TOWN MEETING MEMBERS

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	257	402	406	331	448	477	558	507	565	467	4,418

TOWN MEETING MEMBERS FROM PRECINCT F (Vote for Not More Than Twenty-Four)

PRECINCT F (For Three Years)

* Matthew D. Borrelli	249	John F. Milligan	164
(Seat vacated – as an elected Selectman he becomes a		Jennifer S. Sexton	162
Town Meeting Member At large under Town Charter)		Jeanne S. McKnight	158
Alison S. Borrelli	221	Richard W. Davis	156
Deborah S. Winnick	210	William A. Zoppo	155
Gail E. Davis	195		

PRECINCT F (For Two Years)

Lawrence J. Cohen	153	Rochelle E. Goldin	137
Michael L. Niden	146	John P. Kirk	135
Mary Anne MacMahon	142	Carl Goldstein	134
Michael McKay	140	Barry R. McDonough	133

PRECINCT F (For One Year)

William J. Okerman	132	Steve Markman	120
Kenneth Scott Muldoon	130	Jeffrey D. Heller	120
Carolyn R. McIver	129	Michael L. Verdun	118
Barry Coffman	121	Richard P. Paolini	113

PRECINCT F (Not Elected)

Stephen L. Dornbusch	112	Craig Scholl	110
Richard G. Lyons	112	Michael R. Cohen	89

TOWN MEETING MEMBERS FROM PRECINCT G (Vote for Not More Than Twenty-Four)

PRECINCT G (For Three Years)

Susan W. Abbott	244	Maureen T. McCaffrey	222
Thomas M. Harkins	227	Susan B. McGarvey	217
Patricia B. Buckley	225	Fran Gallagher	217
Susan Welby	224	Katy M. Dirks	206

TOWN MEETING MEMBERS

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	257	402	406	331	448	477	558	507	565	467	4,418

PRECINCT G (For Two Years)

Robert J. Dermody	202	Paul H. Attridge	186
Robert T. Smart, Jr.	200	Richard DeMeis	174
Charlotte B. Sidell	189	Andrew J. Pittman	170
Kathleen D. Robey	187	Julia C. H. Blake	169

PRECINCT G (For One Year)

William F. Connors	167	Timothy P. Tierney	156
Michael J. Crawford	167	Kenneth B. Freundlich	141
Fredie D. Kay	158	Michael A. Distler	120
Peter W. Beacham, Jr.	157	Gary Michael Kaufman	120

PRECINCT G (Not Elected)

Mark Pagnier	109	Ilan Barzilay	92

TOWN MEETING MEMBERS FROM PRECINCT H (Vote for Not More Than Twenty-Four)

PRECINCT H (For Three Years)

Heinz R. Brinkhaus	268	Richard M. Reilly	209
M. Patricia Cruickshank	233	Paul T. Milligan	209
Marjorie M. Margolis	227	Elizabeth P. Handler	208
Paula R. Callanan	224	Robert Y. Larsen	207

PRECINCT H (For Two Years)

Nancy E. McCarthy	206	Harmony H. Wu	188
Mark McDonough	203	Richard A. Zimbone	185
Peter R. Olive	201	Michael C. Kardok	185
Julia Satti Cosentino	198	Jason R. Gragg	183

PRECINCT H (For One Year)

John A. Kingston	180	Jeffrey E. Kristeller	172
Richard J. Savage, Jr.	179	Laura London	171
Jeffrey S. Shapiro	179	Radek Fooksa	167
Michael A. Diener	178	Write-Ins:	
		Isabelle Avedikian	35

TOWN MEETING MEMBERS

	A	B	C	D	E	F	G	H	I	J	TOTAL
otal # of Votes Cast	257	402	406	331	448	477	558	507	565	467	4,418

TOWN MEETING MEMBERS FROM PRECINCT I (Vote for Not More Than Twenty-Four)

PRECINCT I (For Three Years)

eter D. Atallah	240	Ron Sockol	217
aul F. Denver	231	John P. O'Leary	201
ois F. Sockol	227	John P. Connelly	198
aul Robey, III	221	David J. Escalante	198

PRECINCT I (For Two Years)

laura O. Walsh	197	Leslie Ann Renzulli	189
homas H. Hannigan, Jr.	192	Alison Rivers	187
orraine M. Murphy	191	Thomas W. Higgins	184
ll C. Kahn-Boesel	190	David Paul Supple	184

PRECINCT I (For One Year)

osephine Luppino Ochalla	181	Stephen C. Kagan	164
rtie R. Crocker	181	Nicholas S. Renzulli	162
effrey S. Mesnik	178	Claire Dee Ecsedy	153
nne W. Weinstein	172	Kathleen D. Whitney	149

PRECINCT I (Not Elected)

avid J. Ecsedy	146	Rachel Ann Weinstock	142
eter J. Pingitore	143	Joel S. Golden	142

TOWN MEETING MEMBERS FROM PRECINCT J (Vote for Not More Than Twenty-Four)

PRECINCT J (For Three Years)

ichael J. Greis	230	Georgina A. Arrieta-Ruetenik	168
arianne B. Cooley	206	Sara Orozco	163
avid C. DiCicco	206	* James S. Bonasia	162
illiam R. Dermody	199	* Donna M. Mullin	162
. Kathleen Tedoldi	169		

* (Tied for the three-year seat)

TOWN MEETING MEMBERS

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	257	402	406	331	448	477	558	507	565	467	4,418

PRECINCT J (For Two Years)

Michael M. Mathias	157	Stuart B. Chandler	152
Catherine J. Barker	157	Jane B. Murphy	152
Marcia C. Mather	153	Robert A. Downs	148
Karen R. Shannon	153		

TOWN MEETING MEMBERS

PRECINCT J (For One Year)

Kevin J. Keane	140	George F. Kent	129
Robert E. Deutsch	137	David P. Montgomery	126
Paul G. Smith	137	Christopher Mooney	123
John W. Filoon, III	136		
Artie S. Cantor	131		

TOWN MEETING MEMBERS

PRECINCT J (Not Elected)

Carol I. Urwitz	119	Martin L. B. Walter	110
Robert Scott Campbell Meltzer	113		

The ballots cast in the several precincts were returned to the Town Clerk in the sealed containers. The voting lists used at th entrance to the polling place and at the ballot boxes and a copy of the precinct record of the election were also returned, all properly sealed i conformity with the laws governing elections.

Adjourned at 10:25 P.M., April 10, 2012.

Theodora K. Eaton, MM
Town Cler

A true copy
ATTEST

* * * * * * * * * *

ELECTION
(To break A Tie Vote in Precinct B
Between Two Candidates for a Two-Year Term)
Tuesday, April 24, 2012
7:15 P.M.

In accordance with Section 9, Chapter 403 of the Acts of 971 (Town Charter), a meeting of the Town Meeting Members om Precinct B was held on Tuesday, April 24, 2012 at 7:15 P.M. or the purpose of electing one of two candidates receiving tie otes in the elected membership of Town Meeting Members in recinct B for a two-year term. The ballots were cast with the ollowing results:

David C. Harris	5	Votes
Dorothea Von Herder	3	Votes

* * * * * *

ELECTION
(To break A Tie Vote in Precinct E
Between Two Write-In Candidates for a One-Year Term)
Tuesday, April 24, 2012
7:15 P.M.

In accordance with Section 9, Chapter 403 of the Acts of 971 (Town Charter), a meeting of the Town Meeting Members om Precinct E was held on Tuesday, April 24, 2012 at 7:45 P.M. or the purpose of electing one of two candidates receiving tie otes in the elected membership of Town Meeting Members in recinct E for a one-year term. The ballots were cast with the ollowing results:

Carl M. Rubin	0	Votes
Gerald Silverstein	10	Votes

* * * * * *

ELECTION
(To break A Tie Vote in Precinct J
Between Two Candidates for a Three-Year Term)
Tuesday, April 24, 2012
7:15 P.M.

In accordance with Section 9, Chapter 403 of the Acts of 971 (Town Charter), a meeting of the Town Meeting Members om Precinct J was held on Tuesday, April 24, 2012 at 7:45 P.M. or the purpose of electing one of two candidates receiving tie otes in the elected membership of Town Meeting Members in recinct J for a three-year term. The ballots were cast with the ollowing results:

James S. Bonasia	3	Votes
Donna M. Mullin	7	Votes
Blank	1	Vote

RECORD OF ANNUAL TOWN MEETING
Monday, May 7, 2012

Pursuant to a Warrant issued by the Selectmen February 14, 2012 the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the James Hugh Powers Hall, Town Hall, on Monday, May 7, 2012, at 7:30 o'clock in the afternoon.

The checkers appointed by the Selectmen were sworn to the faithful performance of their duties by the Town Clerk.

Check lists were used and 236 voters, including 228 Town Meeting Members, were checked on the list as being present.

The Moderator, Michael K. Fee, called the meeting to order at 7:30 o'clock noting that we begin the 4th century of Needham Town Meetings. During opening ceremonies, the Moderator recognized four of Needham's distinguished - Dillon Pieri, Neal Ratto, Chris Venti, and Bill Arnold. These young men all made the Division One Men's Hockey League. The Moderator noted that Neal Ratto and two of the remaining three hockey "Mom's" received tonight's recognition. The other three hockey players were at college undergoing exams. Our Moderator then asked Hockey Player Neal Ratto to lead Town Meeting Members in the Pledge of Allegiance.

At the designation of Robert G. Windsor, President of the Needham Clergy Association and Rector of Christ Episcopal Church, the Reverend Robert G. Windsor gave the invocation.

The Moderator welcomed newly elected Town Meeting Members and re-elected Members and congratulated all on their election and desire to participate in self-government. He stated that their willingness to serve in this capacity is vital to the well being of our community. This is the right that you enjoy. It was begun 300 years ago and secured for us forever over 200 years ago and it has been defended through the generations by men and women of courage and commitment. Protect it. Be vigilant against those who might take it away. Cherish it. And exercise it through your service in this institution.

At this time newly elected and re-elected Town Meeting Members were sworn to the faithful performance of their duties by the Town Clerk.

The call to the meeting and the officer's return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Moderator stated that Town Meeting Members may only sit in the first twelve rows as indicated by the Marshalls and as signified by the pylons. He further noted that there are two microphones which must be used for comments from the floor. Tonight these microphones are being provided to you by Ned Cooley and Brendan Conway.

The Moderator announced the following ground rules and these were adopted unanimously:

1. Please rise to be recognized and address remarks to the Moderator. When a member is recognized by the Chair, please state your name and precinct clearly so that the Town Clerk may keep accurate records. If for some reason related to a disability member cannot rise, shout "Mr. Moderator" or raise your han high to inform the Chair so that appropriate accommodations ma be made.

2. Anyone entering or exiting the hall while we are i session must use care not to disrupt the session and in particula must not slam the doors.

3. No eating, drinking or smoking is permitted in the hall.

4. No firearms or weapons may be brought into the hall.

5. No hats in the hall may be worn except by uniforn personnel or for religious or medical reasons.

6. Members and attendees must observe our rules c practice and civility. A speaker will be ruled out of order wh refers to individuals or personalities or in the judgment of th Moderator, exceeds the bounds of civility. Please remember tha we are ONE community and ONE Town Meeting Family with on common goal: the best interests of our town.

7. All commentary, remarks and inquiries must b addressed to the Moderator as Chair.

8. Your attention is drawn to the disclosure required by a attorney employed by one who has an interest in a matter as se forth in Art. I, Sec. 1.9 of the Needham General By-Laws.

9. Blank forms for lengthy motions are available fror Town Counsel, Mr. Tobin, and should be employed. If lengthy c complicated motions are not drafted and submitted for review b the Moderator and Town Counsel prior to being placed on th floor, the speaker will yield the floor to another speaker while th drafting and formulation process is underway.

10. Short motions to amend and procedural motions nee not be in writing.

11. Parliamentary motions known as "points of information and "points of order" shall be strictly construed so as not t elongate or permit debate after a motion to move the previou question has been placed on the floor.

12. Limits on debate shall be enforced by the Moderator.

13. Questions asked for general informational purpose unrelated to the matter under consideration by the meeting shall b ruled out of order.

14. As stated in the Moderator's memorandum to Tow Meeting Members in connection with our Annual Town Meetin inappropriate conduct involving the T.V. cameras shall be dea with swiftly by the chair and will be deemed to be out of order.

15. Unanimous consent was given to adopt the followin limits of debate:

Committee Chairpersons, Proponents, Attorney representing proponents – 15 Minutes.

Town Meeting Members, non-Town Meeting Member visitors other than attorneys – 5 Minutes in total pe article.

Rules concerning budget and Cash Capital Articles

In keeping with our tradition, the Moderator sought consent for a rule of procedure and debate for discussion under Article 10, the Fiscal Year 2013 Operating Budget, as well as under Articles 11, 12. and 13, the enterprise fund budgets. That rule would provide that a motion to amend under these articles which adds funds to a particular line item will not be in order unless the moving party identifies another line item or items that will be reduced in order to fund the proposed increase.

On behalf of the Town Clerk, the Moderator reminded all Town Meeting Members, residents, voters, and Department Managers to sign in at the beginning of Town Meeting each night at the Town Meeting table and the Precinct tables located at the front entrance to Town Hall on Garrity Way. Further, the Town Clerk is asking Town Meeting Members to provide their email addresses at the Precinct tables to be used for Town–related purposes only. If one objects to the use of his/her email address for Town–related purposes, please just enter "Not for Town Use.".

Under Article 30, we are addressing the requested funding for distinct capital items under one main motion. The Moderator sought unanimous consent for the same rule of procedure we have employed with our budget articles and motions. This rule would provide that a motion to amend one of the items within Article 30 will be out of order unless the moving party identifies an item or items within that same Article 30 that will be reduced to fund the increase.

Hearing no objection, the Moderator found unanimous consent that the rules of procedure and practice concerning debate as described by the Moderator are voted and adopted and the Town Clerk will so record.

The Moderator reminded Town Meeting Members of the following amendment to the General By-Laws passed under Article 80 at the 1998 Annual Town Meeting: If two-thirds vote of the Town Meeting is required by statute, a count shall not be taken unless it is deemed necessary by the Moderator in the fulfillment of the duties of the office.

The Moderator announced that there are two changes in the affirmative motions under Article 22 and 24 which are two substitute main motions.

The Moderator announced that the proponents no longer have an interest in Articles 4, 16, 17, 18, and 25 and requested unanimous consent to withdraw these articles. Town Meeting Members indicated that there were no objections to the withdrawal of these articles and it was voted unanimously to withdraw Articles 4, 16, 17, 18, and 25.

The Moderator announced that Articles 30, 34, 37, 40, and 41 are subject to motions to amend or other motions from their proponents or for other reasons cannot be passed by unanimous consent.

As is the custom, the Moderator asked unanimous consent to omit the reading of the articles and to refer to them by number only. Any Town Meeting Member who wished to "question" or "debate" should so indicate when the number was called and those articles not so indicated would be adopted by unanimous consent. There was no objection and the Moderator declared this method to be adopted unanimously.

The Moderator then proceeded to call each article in the Warrant by number commencing with Article No. 3. He indicated that Articles 1 and 2 required no action by Town Meeting. No Town Meeting Members responded with "question" or "debate" to Articles 3, 7, 8, 9, 15, 26, 27, 29 33, 35, and 38. The Moderator then called each of the above-mentioned articles by number and no objection was heard to adoption by unanimous consent. It was so unanimously voted and the Town Clerk was requested to so record. As a result thereof, said articles and the votes thereunder are as follows:

ARTICLE 3: ESTABLISH ELECTED OFFICIALS' SALARIES

To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 2012, as required by Massachusetts General Laws, Chapter 41, Section 108:

Town Clerk	$68,075
Town Clerk with 6 years of service in that position	$84,154 (1)
Selectmen, Chairman	$1,800
Selectman, Others	$1,500

(1) In addition, such compensation shall also include payment of longevity in the amount of $5,050, the accumulation of 15 days of non-occupational sick leave per fiscal year, and payment for 25% of unused sick leave at the time of retirement from Town Service in accordance with M.G.L. c. 32 or sooner, in an amount not to exceed $42,498. The annual salary of $84,154 includes compensation for five weeks of vacation leave, any unused portion of which will be paid at the time of separation from Town service in an amount not to exceed $8,578. No later than the time of separation from Town service, the Town Clerk shall also be paid for seven (7) weeks of accrued, unused vacation time in an amount not to exceed $12,009; or take any other action relative thereto.

Article Information: In accordance with M.G.L. Chapter 41, Section 108, the Town must annually vote to set the salary and compensation for any elected Town officials who receive compensation. The Town Clerk salary has been separated into two categories, newly elected Town Clerk, and Town Clerk with at least six years of service. This is done because Town elections are held in April and Town Meeting would not have a chance to vote on the salary of a newly elected Clerk until after the incumbent had been receiving a higher rate of pay for several months. It has been the practice of the Personnel Board to provide the Town Clerk, the only full-time elected official, with benefits as close to that of other full-time employees as possible. Payment for longevity, as well as buy-back of sick leave and vacation no later than the time of separation from Town service, is included in the recommended salary and compensation article. This article also includes provision for a one-time distribution of accumulated and unused vacation leave as of June 30, 2000; such payment to be made no later than the time of separation from Town service.

The annual stipends for the members of the Board of Selectmen have remained unchanged since 1977.

MOVED: That the Town vote to fix the compensation of the following elected officers of the Town as of July 1, 2012, as

required by Massachusetts General Laws, Chapter 41, Section 108:

Town Clerk	$68,075
Town Clerk with 6 years of service in that position	$84,154 (1)
Selectmen, Chairman	$1,800
Selectman, Others	$1,500

(2) In addition, such compensation shall also include payment of longevity in the amount of $5,050, the accumulation of 15 days of non-occupational sick leave per fiscal year, and payment for 25% of unused sick leave at the time of retirement from Town Service in accordance with M.G.L. c. 32 or sooner, in an amount not to exceed $42,498. The annual salary of $84,154 includes compensation for five weeks of vacation leave, any unused portion of which will be paid at the time of separation from Town service in an amount not to exceed $8,578. No later than the time of separation from Town service, the Town Clerk shall also be paid for seven (7) weeks of accrued, unused vacation time in an amount not to exceed $12,009; or take any other action relative thereto.

ACTION: So voted by unanimous consent.

ARTICLE 7: ACCEPT CHAPTER 73, SECTION 4 OF THE ACTS OF 1986

To see if the Town will vote to accept, for fiscal year 2013, the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, which amends Chapter 59 of the General Laws relative to real estate property tax exemptions, and approve an increase in the amount of 95% for each eligible exemption; or take any other action relative thereto.

Article Information: Acceptance of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, permits the Town to grant an additional exemption to certain taxpayers who are surviving spouses, surviving minors of deceased parents, persons over the age of 70, certain veterans and disabled veterans and their surviving spouses, parents of veterans who died in wartime service and blind individuals, and who qualify for an exemption under any one of the following clauses of Section 5 of Chapter 59 of the General Laws: Clauses 17, 17C, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B, 41C, 42 or 43. The additional exemption shall be uniform for all exemptions but shall not exceed one hundred percent of a taxpayer's original exemption. No taxpayer may pay less tax than paid on the preceding year, except through the application of General Laws, Chapter 58, Section 8A or Chapter 59, Section 5, clause 18. The taxable valuation of the taxpayer's property shall not be less than ten percent of its fair cash value. Town Meeting must approve the additional exemption on an annual basis. In fiscal year 2012, the cumulative increase above the statutory limit was 90%.

MOVED: That the Town vote to accept, for fiscal year 2013, the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, which amends Chapter 59 of the General Laws relative to real estate property tax exemptions, and approve an increase in the amount of 95% for each eligible exemption.

ACTION: So voted by unanimous consent.

ARTICLE 8: APPROPRIATE FOR SENIOR CORPS

To see if the Town will vote to raise and/or transfer an appropriate the sum of $15,000 for the purpose of funding th Senior Corps program, said sum to be spent under the direction c the Town Manager and raised from the tax levy; or take any othe action relative thereto.

Article Information: The Senior Corps is a program whereb qualified elderly and disabled property owners may work up t 100 hours for the Town. In turn, the individuals are pai approximately $800, which is applied to their property tax bill Eligible individuals are entitled to one payment per fiscal year.

MOVED: That the Town vote to raise and/or transfer an appropriate the sum of $15,000 for the purpose of funding th Senior Corps program, said sum to be spent under the direction c the Town Manager and raised from the tax levy.

ACTION: So voted by unanimous consent.

ARTICLE 9: APPROPRIATE FOR NEEDHAM PROPERTY TAX ASSISTANCE PROGRAM

To see if the Town will vote to raise and/or transfer an appropriate the sum of $13,353 for the purpose of funding th Needham Property Tax Assistance Program, said sum to be spen under the direction of the Town Manager and raised from the ta levy; or take any other action relative thereto.

Article Information: The 2009 Annual Town Meeting voted t establish a Property Tax Assistance Program. The goal of th Board of Selectmen is to set a target annual appropriation for th fund equal to the amount of private contributions to the Town' statutory voluntary tax relief program during the preceding fisc year, up to a maximum appropriation of $25,000 (2008 dollars The voluntary fund received $13,353 in fiscal year 2011.

MOVED: That the Town vote to raise and/or transfer an appropriate the sum of $13,353 for the purpose of funding th Needham Property Tax Assistance Program, said sum to be spen under the direction of the Town Manager and raised from the ta levy.

ACTION: So voted by unanimous consent.

ARTICLE 15: AUTHORIZATION TO EXPEND STATE FUNDS FOR PUBLIC WAYS

To see if the Town will vote to authorize the Tow Manager to permanently construct, reconstruct, resurface, alter c make specific repairs upon all or portions of various Town way and authorize the expenditure of funds received, provided or to b provided by the Commonwealth of Massachusetts through th Massachusetts Highway Department; or take any other actio relative thereto.

Article Information: The Town receives funding from th Commonwealth of Massachusetts for road construction project Approval of Town Meeting is required in order for the Town t

receive and expend the funds. The Massachusetts Department of Transportation (MassDOT) will distribute Chapter 90 funding only after it has been authorized by the Legislature and the Governor. At the time of the printing of the warrant, the FY 2013 award amounts had not been released.

MOVED: That the Town vote to authorize the Town Manager to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town ways and authorize the expenditure of funds received, provided or to be provided by the Commonwealth of Massachusetts through the Massachusetts Highway Department.

ACTION: So voted by unanimous consent.

ARTICLE 26: APPROPRIATE FOR HERITAGE PROJECT / HISTORICAL INVENTORY

To see if the Town will vote to raise and/or transfer and appropriate the sum of $25,000 for the development of the historic homes inventory, to be spent under the direction of the Town Manager, said sum to be transferred from the Historic Resources Reserve; or take any other action relative thereto.

Article Information: The Needham Historical Commission has previously received CPA funding which added 39 properties to the local historical inventory of homes and properties. This request for $25,000 would assist the Commission with the research and paperwork to add additional properties. The Commission will also undertake the task of updating the forms from the original list, as they were handwritten several decades ago.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $25,000 for the development of the historic homes inventory, to be spent under the direction of the Town Manager, said sum to be transferred from the Historic Resources Reserve.

ACTION: So voted by unanimous consent.

ARTICLE 27: APPROPRIATE FOR TOWN OF NEEDHAM HISTORICAL VITAL RECORDS PRESERVATION

To see if the Town will vote to raise and/or transfer and appropriate the sum of $30,000 for preservation and conservation of vital records of the Town, to be spent under the direction of the Town Manager, said sum to be transferred from the Historic Resources Reserve; or take any other action relative thereto.

Article Information: The Office of the Town Clerk is charged with the retention and preservation of vital records including births, marriages and deaths. Since 1919, the records have been bound each year, but there are still records that pre-date this time frame that need to be properly preserved. This request of $30,000 will preserve the documents in bound books, photograph the documents, and create an electronic record.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $30,000 for preservation and conservation of vital records of the Town, to be spent under the direction of the Town Manager, said sum to be transferred from the Historic Resources Reserve.

ACTION : So voted by unanimous consent.

ARTICLE 29: RESCIND DEBT AUTHORIZATIONS

To see if the Town will vote to rescind a portion of certain authorizations to borrow, which were approved at prior town meetings, where the purposes of the borrowing have been completed, and/or it was unnecessary to borrow the full authorization:

Project	Town Meeting		Article	Authorized	Rescind
Library Project	2003	ATM	30	$15,700,000	$3,043,503
Parking Lot Dedham Avenue	2002	STM (N)	14	$180,000	$9,500
Mitchell School Roof Repair	2006	STM (N)	12	$700,000	$11,400
Total					$3,064,403

or take any other action relative thereto.

Article Information: When a project is financed by borrowing, the project has been completed, and all the bills have been paid, the balance of the authorization that was not borrowed can be rescinded. A Town Meeting vote to rescind the balance of a borrowing prevents any further borrowing for the project, and frees up borrowing capacity. In some cases, the full appropriation for a project is not required, due to monies received from other sources, changes in scope, cost saving measures, or favorable bids.

MOVED: That the Town vote to rescind a portion of certain authorizations to borrow, which were approved at prior town meetings, where the purposes of the borrowing have been completed, and/or it was unnecessary to borrow the full authorization:

Project	Town Meeting		Article	Authorized	Rescind
Library Project	2003	ATM	30	$15,700,000	$3,043,503

Parking Lot Dedham Avenue	2002	STM (N)	14	$180,000	$9,500
Mitchell School Roof Repair	2006	STM (N)	12	$700,000	$11,400
Total					$3,064,403

ACTION: So voted by unanimous consent.

ARTICLE 33: APPROPRIATE FOR PUBLIC WORKS INFRASTRUCTURE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $600,000 for improvements and repairs to the Town's infrastructure including but not limited to roads, bridges, sidewalks, intersections, drains, brooks and culverts, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

Article Information:

Street Resurfacing: *This program is essential to improve the structural and surface integrity of the Town's network of accepted streets. The primary strategy of this program is asphalt paving and incidental work. Incidental work may include asphalt berm curb, new grass shoulders, corner reconstruction including handicapped ramps, minor drainage improvements, street sign replacement, traffic markings and signs. Applying this repair strategy in a timely manner will extend the useful life of the roadway for up to 15 years. The requested street resurfacing funding in FY2013 is $296,000.*

Traffic Signal & Intersection Improvements: *This program funds traffic signal improvements and intersection improvements and new traffic signal installations where none currently exist. No funding is proposed in FY2013 in this category.*

Combined Sidewalk Program: *This program funds extraordinary repairs and improvements to the network of sidewalks throughout the community. There are over 160 miles of accepted sidewalks in Needham. Over half of the Town's sidewalks do not comply with current recommended standards and require improvements including the installation of handicapped ramps. The requested Combined Sidewalk Program funding in FY2013 is $279,000.*

Storm Drain Capacity Improvements: *This program provide funding to improve roadway drainage capacity. The Stormwate Master Plan identified a number of areas throughout Needhan where improvements are required to resolve flooding problem and illicit discharge. Locations for improvements have bee prioritized within the plan. Since the issuance of this repor numerous multi-unit developments have been built or planned i the Town. These developments incorporate new roads wit drainage structures and roof or sump connections which are the connected to existing Town systems. These new connections hav increased the load on the Town's drainage system and cause flooding in some areas. No funding is requested in this categor for FY2013.*

Brooks and Culverts – Repair and Maintenance: *This progran addresses the issue of flooded and poorly draining brooks streams, waterways and culverts throughout the Town that hav been severely damaged by heavy rains/storms over many years Prior funding has funded cleaning and debris removal. Recen flooding caused the failure of retaining walls. Brooks hav become silted, allowing the overgrowth of vegetation that ha impacted the level of the water flows and resulting in the loss o useable abutting property and flooded basements. Project proposed for FY2013 include the continued wall repair along Rosemary Brook in the amount of $25,000.*

MOVED: That the Town vote to raise and/or transfer an appropriate the sum of $600,000 for improvements and repairs t the Town's infrastructure including but not limited to roads bridges, sidewalks, intersections, drains, brooks and culverts, to b spent under the direction of the Town Manager, and to meet thi appropriation the Treasurer, with the approval of the Board o Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Section 7.

ACTION: So voted by unanimous consent.

ARTICLE 35: APPROPRIATE FOR RTS ENTERPRISE FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate a sum for RTS Enterprise Fund Cash Capital, to be spent unde the direction of the Town Manager, said sum to be transferred from RTS Enterprise Fund retained earnings; or take any other action relativ thereto:

Group	Description	Recommended	Amendment
RTS	Large Specialty Equipment	$ 175,200	
	Total Appropriation	$ 175,200	

Article Information:

Large Specialty Equipment *Public Works specialty equipment consists of power-assisted equipment or other specialized tools used by th Department in the performance of its work. Unless circumstances require otherwise, the vehicles scheduled to be replaced in FY2013 include:*

Unit	Division	Year	Description	Miles	Cost
3	RTS	1992	Roll-Off	65,012	$175,200

MOVED: That the Town vote to raise and/or transfer and appropriate a sum for RTS Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, said sum to be transferred from RTS Enterprise Fund retained earnings; or take any other action relative thereto:

Group	Description	Recommended	Amendment
RTS	Large Specialty Equipment	$ 175,200	
	Total Appropriation	$ 175,200	

ACTION: So voted by unanimous consent.

ARTICLE 38: APPROPRIATE FOR WORKERS COMPENSATION RESERVE FUND

To see if the Town will vote to raise and/or transfer and appropriate the sum of $125,000 to the Workers Compensation Reserve Fund, said sum to be raised from the Tax Levy; or take any other action relative thereto.

Article Information: The purpose of this request is to replenish the Workers' Compensation Fund which is the Town's reserve fund for paying workers' compensation claims of a prior year and for lump sum settlements up to the limit of the Town's reinsurance limit (for both School and General Government employees.) Typically, the source of funds for this account is any remaining balances in the workers compensation line item contained in the employee benefits and assessments budget. Due to increases in salaries and expenses over the past decade, and the resolution of several long-standing cases, the fund balance has been declining. The Town appropriated $494,288 to the fund at the 2011 Annual Town Meeting and the November 7, 2011 Special Town Meeting. The target balance for the fund is $1,000,000. program is intended to establish a five year replacement cycle for the replacement of the filter media, with a new synthetic product called Greensand Plus, a substitute for natural greensand. Greensand Plus is promoted as being able to withstand wider variations in operating conditions and therefore may reduce the frequency of media replacement, and reduce the need for the administration of potassium permanganate. The first year of funding for the five year cycle is fiscal year 2012

Water System Rehabilitation Program *The annual Water System Rehabilitation Program draws from the recommendations of the Water System Master Plan. The master plan recommends that pipes 85 years or older be considered for replacement or relining. This list of older pipes is evaluated and prioritized, and then*

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $125,000 to the Workers Compensation Reserve Fund, said sum to be raised from the Tax Levy.

ACTION : So voted by unanimous consent.

At this time the Moderator proceeded with the remaining articles in the Warrant.

ARTICLE 2: COMMITTEE AND OFFICER REPORTS

To hear and act on the reports of Town Officers and Committees.

At this time the Report of the Finance Committee was presented by Lisa W. Zappala as follows:

"The purpose of this report is to outline for Town Meeting the Finance Committee's recommendation regarding the use of this year's unusual level of Free Cash combined with the excess amounts in the current year's Reserve Fund. There are many articles affected by use of these funds and therefore we are presenting this at the opening of town meeting.

There is a handout that is available at the tables at the back of the room that details exactly which articles are affected by these funds, and I would suggest you pick one up at the break, if you haven't already.

This year, the level of "Free Cash" certified by the Department of Revenue is higher than normal. In addition, we have a large unexpended balance in this fiscal year's (2012) Reserve Fund because there were few winter storms, so that snow removal costs often funded by the reserve fund weren't needed. The Finance Committee considers these levels of unexpected funds in Free Cash and remaining Reserve Fund balances to be "one time" or non- recurring in nature and therefore our policy has been to use these funds for Capital or Reserve-type funding, or one-time needs, and not for normal Operating budget funding."

Lisa stated that she would cover two topics in this report:

"First – where do these unexpected funds come from, or more specifically why is there an unusual level of "Free Cash", and

Second – why do we think the unexpected funds should be used to fund capital items or reserves?

The amounts we are discussing for appropriation cover articles in both the Annual Town Meeting warrant, and the Special Town Meeting, which will be discussed next Monday May 14th.

In the Annual Town Meeting warrant, we recommend Free Cash appropriations totaling $5,366,720. Because of our budgeting methods, a portion of Free Cash can be considered recurring, and will be used for the FY13 Operating Budget. We will discuss the non-operating amounts which total $4,019,731 that will be allocated in a number of subsequent Annual Town Meeting warrant articles.

With respect to the Special Town Meeting warrant we will discuss how we propose to appropriate unexpended amounts in the Reserve Fund totaling approximately $780,000, of which $30,352 will be reallocated as part of Article 3 [for a capital assessment for the Minuteman School], which amends the current year operating budget, and an additional $650,000 will be allocated to certain Town specialty stabilization funds and reserves. We do not recommend appropriating the full amount of the Reserve Fund balance, as the Town needs to continue to protect itself against unexpected needs for the remainder of this fiscal year. The Reserve Fund is a part of the annual operating budget each year that is set aside for extraordinary or unforeseen expenditures. Only the Finance Committee can authorize transfers from the Reserve Fund. Any balances at the end of the fiscal year are closed out and no longer available for transfers.

[First] I would like to review the Funds that come into our General Fund as a result of the certification of "Free Cash". We will vote to authorize the use of these funds in Article 6, Transfer of Budgetary Fund Balance.

What is "Free Cash"?

Free Cash, part of the Undesignated Fund Balance, represents funds that have been "freed up" and made available for appropriation. These funds result from revenues that are higher than estimates and from expenditures that are lower than appropriations in a prior year. Once the level of Free Cash is certified by the Department of Revenue, it is available for appropriation in the following fiscal year. The Free Cash that we can now appropriate for FY 13 is based on actual results in FY 11 that were more favorable than budgeted. The Free Cash amount of $5,366,720 for Fiscal 2013 is shown in your warrant on page #9. For comparison, the levels of Free Cash for the past two years are $3,380,269 for FY2012 and 3,568,037 for FY 2011. We consider a normal level of Free Cash or "Undesignated Fund Balance" to be in the range of $3.4 -3.6Million – this year's level of $5.3M is approximately $1.8 million higher than our normal levels. Although this is a large amount of free cash, to put it into perspective, it still only represents less than 5% of the 2011 budget. So as you can imagine that fact that our actual results for the year are within 5% of our original plan means we are managing our operations tightly. And because more of this variance is related to revenues coming in ahead of projections, it is indicative of conservative and prudent planning. We must be careful during uncertain times to plan to expend only the amounts we are conservatively comfortable forecasting because it can be very disruptive to the town's operations if there were a significant revenue shortfall; due to the fact that a large portion of our costs are fixed in nature.

The slide before you provides a representation of the sources of this year's free cash – where it comes from –so that we can focus on discussing the sources of $1.8 million that were truly out of the ordinary or unexpected.

You will see that normal revenue areas that we forecast conservatively, in FY 2011, came in ahead of our original projections by $2.2 million. This is due to property tax collections that were higher than expected due to new growth, and loca receipts coming in better than budgeted (which in the past severa years have been unpredictable). As also mentioned we ha unexpended budgets, sometimes referred to as "turn-back" tha represented $1.3M of the free cash AND the balance or $1.8M i from areas that were truly one time or unexpected , such as–

- $0.6 million as discussed in our letter relates to one-time collection of personal property tax (bac taxes for 3 years for one commercial account)
- $0.5 million of extra Permit fees AND the nev meals and hotel tax – these two are not easy t forecast – but have now been forecasted for th current year at higher levels bringing up our growt in revenues.
- $0.3 million in Premiums on sales of bonds an reimbursements
- $0.4 million in larger than normal % of total fun balance that was certified by DOR (previousl certify at approx 55% this year 61%)

The amount of free cash that is supporting this year' operating budget is $1.3M which was the amount that was "turne back" or unexpended in fiscal year 2011. Our practice has alway been to incorporate some free cash into the Operating budget BU not more than 2% of the adjusted (excluding debt) operatin budget of the prior fiscal year (in this case FY 2011) or the actua amount of the turn back for that fiscal year, whichever is less. Thi formula or practice resulted in a number of $1.3M for fiscal 2013. We are trying to move away from a too much reliance on free cas as a source of funding for operations, since we have a strong nee to use it to fund "Cash Capital". Over the past two years we hav appropriated the following amounts of free cash to suppo operating department budgets:

- 2013 $1,346,989
- 2012 $1,526,410
- 2011 $1,949,712
- 2010 $2,000,000
- 2009 $1603,727

As you can see, using $1.3 million to support the FY1 operating budget is in line with amounts used for this purpose i the past several years.

Once we have determined the level of operationa funding then the balance of Free Cash is used for Cash Capital an other one-time needs or reserve items. Some might say why n use more for operations.... Well we believe it is prudent to us only an amount that is likely to be reoccurring to fund "recurrin operations" especially since a large portion of this will fun reoccurring payroll and benefits or other fixed recurring item Part of free cash is also used for "Cash Capital" and many of th items on the Cash Capital list – like school technology are neede each year. So if we were to increase the operational amount to ad to the operating budget we would only put pressure on the capit needs of our town - much of which is vital to the norm operations of the town. Our practice of being less reliant on thi item (utilizing the "turn back amount") to fund operations ha helped stabilize our funding of capital from Free Cash. I will n discuss the details of the cash capital funded by "Free Cash" as is itemized in Article 30, however I will point out on the slid behind me that, with Free Cash, we are funding $2.6 million i General Fund cash capital AND we are funding the fire truck f $750,000 in Article 32, an item which is normally funded by deb

By funding these items, or this level of capital, with "free cash" we are also freeing up the list of capital needs that would otherwise strain our "3% general fund debt financing".

The other area we have funded with "one time" resources in the past is our RESERVES. Some of you will recall in 2008 – the last time we had a significant amount – or unusual level of "free cash" (over $5.8 M) – we helped fund some portion of the "fields" project AND we made significant deposits, totaling more than $800,000 to our reserves. You will see in the slide behind me that we are again utilizing these "one-time" funds to help improve the towns reserve levels. Through four (4) different reserves, we are depositing almost $600,000 from Free Cash into these one-time funds into various accounts. Additionally, you will see in Articles 10, 11 and 12 of STM, we are adding another $650,000 to our reserves – as shown in the next slide behind me. This brings many of our various reserves, Worker's Comp Reserve (Article 10), the Capital Facility Fund (Warrant Article 12), the Capital Improvement Fund (Warrant Article 11) to within 85-90% or the Targeted Funding levels AND makes a significant first deposit into our new Athletic Facility Fund (in Annual Town Meeting Warrant Article 39). So again between extraordinary free cash and excess Reserve Fund money we are depositing almost $1,250,000 into reserves AND funding an equal amount towards our Capital needs. This is an important use of these extraordinary one time funds and will go a long way towards improving our capital position and our reserves. With Reserves now closer to the targeted levels, we believe the town's finances will be strengthened significantly which should reinforce the Town's strong reputation with the rating agencies. We work hard to maintain our AAA bond rating which benefits all of us in the town by lowering the interest rate on our debt – or more simply makes our debt less expensive AND therefore allows us to do more with "3%" debt and helps alleviate the need for debt exclusions or overrides for major capital needs."

At the conclusion of the Finance Report under Article 2, the Moderator declared Article 2 disposed of.

ARTICLE 3 was adopted by unanimous consent earlier this evening.

ARTICLE 4 was previously withdrawn earlier this evening.

ARTICLE 5: FUND COLLECTIVE BARGAINING AGREEMENT – BUILDING CUSTODIAN AND TRADESMAN INDEPENDENT ASSOCIATION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Building Custodian and Tradesman Independent Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2013; or take any other action relative thereto.

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

MOVED: That the Town vote to approve the funding of a collective bargaining agreement between the Town and the Building Custodian and Tradesman Independent Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2013.

Mr. Daniel P. Matthews, Selectman, advised that this is the first year of a collective bargaining agreement between the Town and the Building Custodian and Tradesman Independent Association. He recommended adoption on behalf of the Board of Selectmen.

Mr. Richard J. Lunetta, member, recommended approval on behalf of the Finance Committee.

In response to an inquiry from Mrs. Deborah S. Winnick, the foul weather jackets will be purchased for all members of the Association.

In response to an inquiry from Mrs. Marjorie M. Margolis, Mr. Matthews stated that some schools are prioritized and the nighttime clean up of the Pollard Middle School and the High School is currently privatized. This option will be reviewed as we go forward.

ACTION: The main motion was presented and carried by majority vote on a voice vote declared by the Moderator.

ARTICLE 6: TRANSFER OF BUDGETARY FUND BALANCE

To see if the Town will vote to transfer $5,366,720 from the Budgetary Fund Balance Account (Free Cash) to meet, in part, appropriations made at this Town Meeting, and to authorize the Board of Assessors to use such sum as available funds to meet appropriations in its computation of the tax rate for the fiscal year 2013; or take any other action relative thereto.

Article Information: Budgetary fund balance (free cash) is the result of unexpended appropriations and revenue in excess of estimates from fiscal year 2011.

MOVED: That the Town vote to transfer $5,366,720 from the Budgetary Fund Balance Account (Free Cash) to meet, in part, appropriations made at this Town Meeting, and to authorize the Board of Assessors to use such sum as available funds to meet appropriations in its computation of the tax rate for the fiscal year 2013.

Mr. Matthew D. Borrelli, selectman, addressed the proposal on behalf of the Board of Selectmen. He stated that the Board of Selectmen unanimously recommend adoption of this article.

Ms. Lisa W. Zappala, member, advised that this is the annual article for Free Cash. She noted that the Finance Committee recommends adoption of this article

Holly Anne Clarke, Town Meeting Member, questioned when the Town learned that there would be more Free Cash this year and suggested that perhaps we should spend a little more of this money. Mr. David C. Harris expressed surprise by the low turn back. Ms. Zappala noted that the turn back level was 3.5 in 2011.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 7 was adopted by unanimous consent earlier this evening.

ARTICLE 8 was adopted by unanimous consent earlier this evening.

ARTICLE 9 was adopted by unanimous consent earlier this evening.

ARTICLE 10: APPROPRIATE THE FY2013 OPERATING BUDGET

To see what sums of money the Town will vote to raise, appropriate, and/or transfer for the necessary Town expenses and charges, and further that the operating budget be partially funded by a transfer from the parking meter fund in the amount of $40,000, from the overlay surplus in the amount of $495,654, from amounts reserved for debt exclusion offsets of $56,328, and $550,000 to be raised from CPA receipts; and further that the Town Manager is authorized to make transfers from line item 9 to the appropriate line items in order to fund the classification and compensation plan approved in accordance with the provisions of Section 20B(5) of the Town Charter, and to fund collective bargaining agreements approved by vote of Town Meeting; and further that the Town Manager is authorized to expend from line item 4 in order to meet expenses for post-employment health and life insurance benefits for eligible retirees from the fund established for that purpose; or take any other action relative thereto.

MOVED: That the Town vote raise, appropriate, and/or transfer for the necessary Town expenses and charges, and further that the operating budget be partially funded by a transfer from the parking meter fund in the amount of $40,000, from the overlay surplus in the amount of $495,654, from amounts reserved for debt exclusion offsets of $56,328, and $550,000 to be raised from CPA receipts; and further that the Town Manager is authorized to make transfers from line item 9 to the appropriate line items in order to fund the classification and compensation plan approved in accordance with the provisions of Section 20B(5) of the Town Charter, and to fund collective bargaining agreements approved by vote of Town Meeting; and further that the Town Manager is authorized to expend from line item 4 in order to meet expenses for post-employment health and life insurance benefits for eligible retirees from the fund established for that purpose.

At this time Mr. Richard A. Zimbone, Immediate Past Chairman, presented the budget report of the Finance Committee.

"This is the Finance Committee's 101st annual report to the town. In order to develop our recommended operating budget, the Committee has worked closely with both the Town Administration and the School Department & School Committee. The Finance Committee would like to express its continued appreciation for their efforts to prioritize their needs, and balance those needs against the fiscal realities that we continue to deal with in today's economic environment, Mr. Zimbone noted that he will focus his remarks on specific aspects of the budget to help provide some added clarity and a better understanding of the issues and potential areas of concern moving forward.

Over the past two years you have heard us talk about the "Bridge to 2013". Well, we have crossed that bridge and the town is entering this fiscal year much stronger. Let me highlight son reasons why.....

- The fiscal year 2013 operating budget is presented you without the reliance on federal stimulus money other one time funds to support department expenditures.

- As outlined by Lisa Zappala in the Committee's earli report to Town Meeting, available cash for so-call rainy day funds will be significantly strengthened wi the approval of a number of warrant articles in this tov meeting and in the special town meeting next week.

- Major steps have been taken and are planned for t future to slow budget line item growth in a number areas, including health care and energy costs.

  While the outlook is optimistic, we still face a degree economic uncertainty that clouds the future. F example:

- The economy continues to struggle both nationally a locally. While tax revenues are up in Needham a housing construction has rebounded, real unemployme remains high and most economists agree that it w continue to be a long, slow climb back, while some ev predicting another "economic tsunami" around t corner.

- World events, the country's lack of a cohesive energ policy and a continued reliance on foreign oil create uncertain future as the cost of gasoline, heating oil a oil based derivative products, such as asphalt continue rise.

- On a local level, while Group Health Insurance cos have been held in check through a program converting Town employees to the Rate Saver Plan, t budget for retiree health care Line # 4 of the operati budget is up 15.8%. This is primarily due to a rece change in the mortality tables, extending the avera life, and therefore the coverage, of our retirees. Whi Needham is far ahead of most other towns in fundi this liability, this issue remains a major challenge for going forward. (*See Page 1-8 of the Town Manager budget book for detailed information).*

- The School Department is also facing a number challenges as you will hear from Heidi Black, Chair the School Committee, later during the Operati Budget discussion. One challenge is the growi enrollment at the Middle and High School levels. Th year's School budget starts to address that challenge funding increases in the level of staffing resources.

- Special Education costs continue to increase as stude needs increase. To address this issue, the Speci Education area will undergo a reorganization, in order provide services that are more effective from both educational and cost basis.

- The School Department is also faced with challenges managing its future bus transportation costs. Existi bus contracts are increasing at an average rate approximately 10% over the next three years … fundi sources for these increases are not sustainable goi

forward. The School Department and School Committee are working with the Finance Committee to explore alternative approaches to address this issue.

- And finally … in the area of Public Safety, retirements and employee turnover have resulted in a number of new hires, lowering current salary and wage expenses in both the Fire and Police Departments. However, this situation will reverse itself in future years stressing future budgets as these new employees qualify for step increases as well as contractual wage adjustments.

Last year I focused some of my remarks describing the ›wn's efforts to address escalating health care costs through the se of the Rate Saver program. This year I would like to spend me focusing on the town's efforts to reduce and contain energy osts. Most of the town's energy costs are reflected on page 14 of ıe annual town meeting warrant under line item #28B –)epartment of Public Facilities – Expenses. To a lessor degree, nergy expenses are also reflected under line item #27 – Municipal Lighting Program.

Over the past few years, the town has reduced its epende on oil as a heating source through the conversion of a umber of facilities to natural gas and with the construction of the ew PSA building with a state of the art closed loop geothermal eat pump system.

The town has also strategically managed its fuel urchasing practices to lower both commodity and delivery costs or energy through the use of both long and short term contracts nd through the purchase of fuel through buying cooperatives with ther municipalities.

Over the past four years, the town has actively pursued nergy conservation measures in a number of buildings. The 'ublic Facilities Department, using their own staff and selected utside contractors, has implemented many energy conservation ıeasures in a number of schools and other buildings throughout ıe town. These measures have paid off in keeping the energy osts essentially level over the past few years.

Last year, Town Meeting authorized the expenditure of unds to hire an Energy Consulting firm (EMG) to review the ›wn's energy conservation and energy efficiency practices and to onduct an energy efficiency upgrade study of ten town buildings ncluding seven schools, two public safety buildings and the ibrary. This review was completed this past February ... I'd like to hare with you some of the results:

- The Consultant analyzed historical energy usage data and selected fiscal year 2011 (the period from July, 2010 through June, 2011) as the base year for comparison and analysis purposes. They then conducted a Level 2 – ASHRAE (American Society of Heating, Refrigerating and Air Conditioning Engineers) study on each building examining the building envelope, lighting and lighting controls, HVAC equipment and controls, and building operational patterns.

- The Consultant offered their opinion of the more recent buildings constructed by the town, commenting and I quote "The newly constructed facilities are built with good energy conservation features in mind, including high efficiency HVAC equipment, high efficiency lighting and controls, ASHRAE recommended levels of insulation in the walls and roof, thermal performance windows, to mention a few." They also noted in their report that "The Needham Public Library … renovated and expanded in 2006 with many energy conservation features attained a LEED (Leadership in Energy and Environmental Design) Silver Certification rating."

- The Consultant in its report noted that the town has been actively pursuing energy conservation and energy management efforts in recent years, specifically noting the installation of a new chiller in the Public Safety building, a boiler in Fire Station #2 and a new high performance roof for the Pollard.

- In its report, the Consultant identified a number of both low cost (less than $1,000) energy conservation measures and capital cost (greater than $1,000) energy conservation measures at each of the ten facilities. In summary, the town's buildings are in very good shape from an energy management perspective. The Consultant was only able to identify a small number of cost effective energy conservation measures for implementation by the town.

- Let me quote from the report … "If all of the recommended energy conservation measures are implemented across the ten sites, Needham could save $124,000 annually with a one time investment of $986,000, yielding a payback in the order of 7 to 8 years." This translates to an energy savings of approximately 8% compared to the baseline year.

- What is of particular interest is that roughly two thirds of that $986,000 investment or approximately $650,000 is related to upgrades or improvements in HVAC equipment which has a payback of approximately 14 years.

- What this means is that there are approximately $350,000 of energy conservation measures that provide less than a five year payback left to complete in the ten town buildings which are the major energy users in the town's inventory. In fact, the low cost/no cost energy conservation measures require only a $15,000 investment with a payback of less than a year. This year's cash capital article includes an allocation ($35,000) towards the implementation of a number of the recommendations from the report.

- What can we conclude from this study … Clearly the town has done an excellent job maintaining its facilities and addressing the energy usage throughout all of our municipal buildings.

- This effort is clearly why, the energy cost line item has remained relatively flat in spite of the addition of new municipal buildings and in the face of escalating energy commodity pricing … your town management and employees are to be commended!

To summarize, we have crossed the bridge to 2013 and remain in strong fiscal shape. The efforts of your employees and town officials to constrain spending through these difficult times while maintaining our current level of services and meeting the growing needs and demands of the town is to be commended. As I mentioned, particularly noteworthy have been their efforts to contain and control both energy and health care costs.

Having already reaped the benefit of these initiatives, our ability to maintain service levels in the future will require a disciplined focus on operating efficiencies and a careful weighing of the cost/ benefit tradeoffs presented by both existing and new programs."

In closing, Mr. Zimbone asked for Town Meeting's support and approval of the 2013 Operating Budget as submitted.

Mr. Gerald A. Wasserman, Chairman, advised that Needham is in good shape and has come through this critical time very well. Needham is lucky to have a strong management team. He advised that the Board of Selectmen supports the FY 2013 budget.

The Moderator announced that he will go through the budget line item by line item. If any Town Meeting Member wishes to ask a question or make an amendment, he/she should do so under that particular line item.

Under Line Item 23, Minuteman Assessment, Mr. David J. Escalante noted the increase over fiscal year 2012 and asked for a brief update. Mr. Richard Zimbone, Immediate Past Chairman, Finance Committee, explained that the 30% increase is due to the increased number of Needham students attending Minuteman Technical High School.

Mr. Jeffrey W. Stulin responded to Mr. Escalante's second question concerned pending capital. Mr. Stulin, Needham's appointee to Minuteman Technical High School for the past fourteen years, gave a brief presentation. He noted that the fiscal year 2013 budget represents a 38.6% increase. Minuteman Technical High School is an alternative education program for children who require different types of schooling. Minuteman can teach academics as well as other types of education and 73% of the kids are going on to college this year.

Mr. Stulin noted that enrollment is up 4% from last year and the freshman class enrollment is up 8% in one year. Students with special education needs receive additional reading and computation skills. They earn respect from their peers and adults.

Mr. Stulin advised that the Lexington Building Inspector has determined that the Minuteman building is not safe. We have been working on a building project for two years. Claire Patricia Messing noted that one of the female students on the slide presentation is now graduating from Medical School.

In response to an inquiry from Mr. Gary Michael Kaufman, Finance Committee member Richard Zimbone explained that there is no correlation between Needham Schools and the $200,000 Minuteman budget increase.

Under Line Item 24, Needham Public Schools, Heidi C. Black, Chairman, Needham School Committee, presented a brief report. She explained that the Schools are dealing with transitions. The Fiscal Year 2012 School Budget presents a 5.4% increase to deal with these transitions.

Town Meeting Member Catherine E. Kurkjian advised that she supports the School Budget and would like to see more effort to help students with alcohol and depression problems.

Unanimous consent was given to allow Town Manager Kate Fitzpatrick to address Town Meeting. She responded to an inquiry from Ross M. Donald regarding ownership of lighting poles and further plans for placing poles underground. She indicated that the concrete poles are owned by the Town. She als advised that the town is in conversation regarding Highlan Avenue. However, placing wires underground is very expensive.

ACTION: The main motion was presented and carried b unanimous vote.

VOTED: That the Town vote raise, appropriate, and/or transfe for the necessary Town expenses and charges, and further that th operating budget be partially funded by a transfer from the parkin meter fund in the amount of $40,000, from the overlay surplus i the amount of $495,654, from amounts reserved for debt exclusio offsets of $56,328, and $550,000 to be raised from CPA receipts and further that the Town Manager is authorized to make transfer from line item 9 to the appropriate line items in order to fund th classification and compensation plan approved in accordance wit the provisions of Section 20B(5) of the Town Charter, and to fun collective bargaining agreements approved by vote of Tow Meeting; and further that the Town Manager is authorized t expend from line item 4 in order to meet expenses for post employment health and life insurance benefits for eligible retiree from the fund established for that purpose.

Townwide Expenses

1. Non Contributory Retirement Payments	33,400
2. Contributory Retirement System	4,997,421
3. Group Health Insurance & Benefits	9,973,869
4. Retiree Insurance & Insurance Liability Fund	4,523,887
5. Unemployment Compensation	250,000
6. Debt Service	11,288,276
7. Worker's Compensation	450,000
8. Casualty Liability & Self Insurance Program	525,000
9. Classification Performance & Settlements	291,700
10. Reserve Fund	1,199,821
Total	33,533,374
Townwide Expense Total	**33,533,374**

Board of Selectmen & Town Manager	
11A Salary & Wages	669,819
11B Expenses	156,433
Total	**826,252**
Town Clerk & Board of Registrars	
12A Salary & Wages	296,301
12B Expenses	45,552
Total	**341,853**
Town Counsel	
13A Salary & Wages	70,039
13B Expenses	230,000
Total	**300,039**
Personnel Board	
14A Salary & Wages	600
14B Expenses	11,000
Total	**11,600**

inance Department	
5A Salary & Wages	1,512,620
5B Expenses	746,495
5C Capital	37,500
Total	**2,296,615**
inance Committee	
6A Salary & Wages	30,289
6B Expenses	1,075
Total	**31,364**
eneral Government Total	**3,807,723**
lanning	
7A Salary & Wages	238,982
7B Expenses	16,460
otal	**255,442**
ommunity Development	
8A Salary & Wages	118,626
8B Expenses	11,858
Total	**130,484**
9 Reserved	-
and Use and Development Total	**385,926**
olice Department	
20A Salary & Wages	4,842,392
20B Expenses	280,835
20C Capital	200,000
Total	**5,323,227**
ire Department	
21A Salary & Wages	6,079,147
21B Expenses	253,965
21C Capital	-
Total	**6,333,112**
uilding Inspector	
22A Salary & Wages	460,619
22B Expenses	28,940
otal	**489,559**
ublic Safety Total	**12,145,898**
inuteman Assessment	
23 Assessment	780,038
OTAL	**780,038**
eedham Public Schools	
24 Needham Public School Budget	51,112,681
OTAL	**51,112,681**
ublic Schools Total	**51,892,719**

Department of Public Works	
25A Salary & Wages	3,109,481
25B Expenses	1,384,915
25C Capital	6,500
25D Snow & Ice	400,000
Total	**4,900,896**
Municipal Parking Program	
26 Municipal Parking Program	55,000
Total	**55,000**
Municipal Lighting Program	
27 Municipal Lighting Program	233,000
Total	**233,000**
Public Works Total	**5,188,896**
Department of Public Facilities	
28A Salary & Wages	3,182,993
28B Expenses	4,545,060
28C Capital	
Total	**7,728,053**
Public Facilities Total	**7,728,053**
Health Department	
29A Salary & Wages	401,658
29B Expenses	87,054
Total	**488,712**
Human Services	
30A Salary & Wages	510,811
30B Expenses	77,205
Total	**588,016**
Commission on Disabilities	
31A Salary & Wages	-
31B Expenses	550
Total	**550**
Historical Commission	
32A Salary & Wages	-
32B Expenses	1,050
Total	**1,050**
Needham Public Library	
33A Salary & Wages	1,071,967
33B Expenses	310,776
Total	**1,382,743**
P ark & Recreation Department	
34A Salary & Wages	453,499
34B Expenses	107,875
Total	**561,374**
Memorial Park	
35A Salary & Wages	-
35B Expenses	750

Total	750	DEPARTMENT BUDGET TOTAL	84,172,41
TOTAL: COMMUNITY SERVICES	3,023,195	TOTAL OPERATING BUDGET	117,705,78

ARTICLE 11: APPROPRIATE THE FY2013 RTS ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Solid Waste and Recycling Division of the Department of Public Works during fiscal year 2013, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Town of Needham
RTS Enterprise
FY 2013

Line #	Description	FY 2011 Expended	FTE	FY 2012 Current Budget	FTE	FY 2013 Recommended	FTE	Town Meeting Amendments
101A	Salary & Wages	$ 583,999	9.0	$ 643,582	9.0	$ 653,290	9.0	
101B	Expenses	$ 1,090,999		$ 1,139,984		$ 1,214,293		
101C	Operating Capital	$ 56,179		$ 43,000		$ 43,000		
101D	Debt Service	$ 149,673		$ 150,000		$ 150,000		
102	Reserve Fund	Transfers Only		$ 25,000		$ 25,000		
	TOTAL	**$ 1,880,850**	**9.0**	**$ 2,001,566**	**9.0**	**$ 2,085,583**	**9.0**	
	FY 2013 Budget Percentage Change from FY 2012 Budget						4.2%	

and to meet this appropriation that $547,100 be raised from the tax levy and transferred to the RTS Enterprise Fund, and $273,483 transferred from RTS Enterprise Fund Retained Earnings; or take any other action relative thereto.

Article Information: The Town's Recycling Center and Transfer Station (RTS) is one of the most utilized facilities within the Tow Approximately 75% of Needham residents directly utilize the facility. The majority of the remaining 25% of Needham residents utilize the R through subscription hauler services. The RTS also provides disposal and recycling services for many Town Departments along with t materials processing area and snow dump services for the Department of Public Works. In addition, the RTS maintains municipal agreemen with various municipalities for wood waste processing services and material screening services. The RTS also provides a variety of oth specialty recycling options for the Town such as books, clothing, and many other reusable items for residents to utilize as needed.

The FY2013 budget plan is designed to maintain existing services, and maintain a level sticker rate. The plan holds the operating capital a the reserve fund appropriation lines level, along with the use of $273,483 in retained earnings. The use of more retained earnings for FY20 compared to FY2012 is deemed appropriate in anticipation that changes may be made after a review and analysis of the RTS operation a funding model.

The operating budget for FY2013 is $84,017 or 4.2% more than the FY2012 budget. The change is attributable to a $9,708 increase personnel related costs (1.5%), a $74,309 increase in non-personnel related costs (6.5%), and no change in the operating capital, debt servi and reserve fund lines for next year.

The change in the salary and wages line reflects the collective bargaining agreement for FY2013 with the DPW union. The increase in t expense line is attributable to higher disposal costs, transportation, and other purchase of services related to the handling and processing materials at the RTS ($55,803). The tipping fee increase is based on the actual five year average CPI (the basis on which the contract price amended annually). The balance of the increase ($18,506) is related to costs for parts and supplies to maintain the equipment used by the RT increases in gasoline and diesel fuel, and professional and technical services for testing. These expenses were offset in part by decreases various supplies expenses. The $43,000 line for operating capital reflects the annual purchase of containers, transfer trailers, and oth operating related capital. Debt service is level funded at $150,000 and supports the debt capacity requirements to continue the current R operations. The reserve fund is level dollar as well for FY2013.

he RTS also reimburses the general fund for costs incurred and paid by the general fund budgets, e.g., employee benefits, property and asualty insurance, financial and billing expenses, and other administrative and operational support costs. This budget is funded through a ombination of property tax revenue and user fees.

MOVED: That the Town vote to raise and/or transfer and appropriate the following sums of money to operate the Solid Waste and Recycling Division of the Department of Public Works during fiscal year 2013, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Town of Needham
RTS Enterprise
FY 2013

Line #	Description	FY 2011		FY 2012		FY 2013		Town Meeting Amendments
		Expended	FTE	Current Budget	FTE	Recommended	FTE	
101A	Salary & Wages	$ 583,999	9.0	$ 643,582	9.0	$ 653,290	9.0	
101B	Expenses	$ 1,090,999		$ 1,139,984		$ 1,214,293		
101C	Operating Capital	$ 56,179		$ 43,000		$ 43,000		
101D	Debt Service	$ 149,673		$ 150,000		$ 150,000		
102	Reserve Fund	Transfers Only		$ 25,000		$ 25,000		
	TOTAL	**$ 1,880,850**	**9.0**	**$ 2,001,566**	**9.0**	**$ 2,085,583**	**9.0**	
		FY 2013 Budget Percentage Change from FY 2012 Budget					4.2%	

nd to meet this appropriation that $547,100 be raised from the tax levy and transferred to the RTS Enterprise Fund, and $273,483 be ansferred from RTS Enterprise Fund Retained Earnings.

Mr. John A. Bulian, Selectman, addressed this proposal on behalf of the Board of Selectmen. He explained that an enterprise fund llows several town departments to use revenue to offset expenses. .

Mr. Steven Rosenstock, member, recommended adoption on behalf of the Finance Committee.

A discussion commenced on the merits of recycling. Mr. Timothy P. Tierney suggested a little bit more advertising. Mr. Jeffrey D. Ieller indicated that he would welcome another study on recycling efforts. Mrs. Susan W. Abbott expressed concern that paper is not making nuch money and the prices are going down on some recyclables. Mr. Bulian concurred that a full review of the RTS operation would be eneficial.

In response to an inquiry from Mr. Peter R. Olive, Mr. Bulian advised that the town purchases recyclable goods whenever possible

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 12: APPROPRIATE THE FY2013 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Sewer Division of the Department of Public Works during fiscal year 2013, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Town of Needham
Sewer Enterprise
FY 2013

Line #	Description	FY 2011 Expended	FTE	FY 2012 Current Budget	FTE	FY 2013 Recommended	FTE	Town Meeting Amendments
201A	Salary & Wages	$ 522,117	9.2	$ 886,973	12.0*	$ 902,938	12.0*	
201B	Expenses	$ 267,836		$ 468,764		$ 475,056		
201C	Capital Outlay	$ 21,750		$ 25,000		$ 25,000		
201D	MWRA Assessment	$ 5,043,945		$ 5,291,080		$ 5,440,127		
201E	Debt Service	$ 1,242,461		$ 1,350,000		$ 1,400,000		
202	Reserve Fund	Transfers Only		$ 35,000		$ 35,000		
TOTAL		**$ 7,098,109**	**9.2**	**$ 8,056,817**	**12.0***	**$ 8,278,121**	**12.0***	
		FY 2013 Budget Percentage Change from FY 2012 Budget					2.7%	

*The prior years F.T.E. totals were lower than the number of positions assigned to the department because the drainage program related work which was done by the enterprise staff was being accounted for in the DPW budget so correspondingly the F.T.E. figure related to that work was also reflected in the DPW budget. Effective by the Town Meeting votes for FY2012, the drainage program is now budgeted in the enterprise fund and the enterprise funds now reflect the F.T.E. assigned to the department.

and to meet this appropriation that $493,392 be raised from the tax levy and transferred to the Sewer Enterprise Fund, and $568,455 be transferred from Sewer Enterprise Fund Retained Earnings; or take any other action relative thereto.

Article Information: This article funds the operation of the Town's sanitary sewer system. The Town's sewage collection system consists of more than 130 miles of collector and interceptor sewers, 6,500 sewer manholes, and nine sewer pump stations. The Town's sewer system is a collection system that discharges its wastewater to the Massachusetts Water Resources Authority (MWRA) system for treatment. Approximately 65% of the Town's sewer collection system is a gravity-only system, and 35% of the sewer system is pumped into the gravity system. Needham has two principal points of discharge into the MWRA system and nine other public locations where subdivisions discharge to the MWRA system. The Division maintains and operates 22 sewer pumps, motors, switchgear, gates, valves, buildings, and grounds contained in nine pumping facilities located throughout Town.

The Division also oversees the collection and transportation of Stormwater (drains program) originating from rain and snow storms for discharge into streams, brooks, rivers, ponds, lakes, flood plains and wetlands throughout Town. Stormwater and associated discharges are now considered by the federal government as potentially contaminated, and have come under increasingly severe discharge performance standards. The intention is to reduce or eliminate contaminants contained in the flow washed from ground surfaces considered to be harmful to the environment.

Starting in FY2012, the drains program is now accounted for in the Sewer Enterprise Fund budget, and the enterprise funds now reflect the actual number of positions assigned to the divisions. Because the daily drain-related work is performed by Enterprise Fund employees operationally, it was determined and implemented as result of Town Meeting action last year that the budgeting and monitoring of this work is better handled in the Sewer Enterprise Fund budget. However, costs not associated with Sewer operations continue to be funded by taxation and not by sewer use fees.

The operating budget for FY2013 includes an increase of $221,304 or 2.7% over the FY2012 budget. Most of the increase in the FY2013 budget is due to the MWRA assessment. The preliminary assessment for FY2013 is $149,047 more than the current appropriation. The final assessment from the MWRA will be effected by the amount of sewer rate relief that is provided to the Authority by the Commonwealth, which will not be known until after the budget is voted by the Legislature and approved by the Governor.

The salary and wages line shows an increase of $15,965 or 1.8%, which is inclusive of the collective bargaining agreement in effect for FY2013. There is no increase in the number of funded positions. The expense line is up $6,292 or 1.3%. Most of this increase is related to vehicular supplies for parts and sweeping and catch basin debris disposal. The capital outlay line is level dollar for FY2013. This line is used to purchase equipment such as sewer pumps and small power equipment. The increase in debt service is based on approved projects, and is in keeping with the overall sewer capital infrastructure-funding plan for long term investments. The annual debt service for Sewer Enterprise is based on an average of $1.4 million per year. The reserve fund is level dollar for FY2013. The budget plan for FY2013 includes use of $568,455 from sewer retained earnings to maintain the current rates.

The Sewer Enterprise Fund also reimburses the general fund for costs incurred and paid by General Fund budgets, e.g., employee benefits, property and casualty insurance, financial and billing expenses, and other administrative and operational support costs. The Sewer Enterprise Fund budget is a self-supporting account. Sewer user fees and charges cover the cost of the sewer operations and the general fund payment supports the drains program.

MOVED: That the Town vote to raise and/or transfer and appropriate the following sums of money to operate the Sewer Division of the Department of Public Works during fiscal year 2013, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Town of Needham
Sewer Enterprise
FY 2013

Line #	Description	FY 2011 Expended	FTE	FY 2012 Current Budget	FTE	FY 2013 Recommended	FTE	Town Meeting Amendments
201A	Salary & Wages	$ 522,117	9.2	$ 886,973	12.0*	$ 902,938	12.0*	
201B	Expenses	$ 267,836		$ 468,764		$ 475,056		
201C	Capital Outlay	$ 21,750		$ 25,000		$ 25,000		
201D	MWRA Assessment	$ 5,043,945		$ 5,291,080		$ 5,440,127		
201E	Debt Service	$ 1,242,461		$ 1,350,000		$ 1,400,000		
202	Reserve Fund	Transfers Only		$ 35,000		$ 35,000		
	TOTAL	**$ 7,098,109**	**9.2**	**$ 8,056,817**	**12.0***	**$ 8,278,121**	**12.0***	
	FY 2013 Budget Percentage Change from FY 2012 Budget						2.7%	

*The prior years F.T.E. totals were lower than the number of positions assigned to the department because the drainage program related work which was done by the enterprise staff was being accounted for in the DPW budget so correspondingly the F.T.E. figure related to that work was also reflected in the DPW budget. Effective by the Town Meeting votes for FY2012, the drainage program is now budgeted in the enterprise fund and the enterprise funds now reflect the F.T.E. assigned to the department.

and to meet this appropriation that $493,392 be raised from the tax levy and transferred to the Sewer Enterprise Fund, and $568,455 be transferred from Sewer Enterprise Fund Retained Earnings.

Mr. John A. Bulian, Selectman, recommended adoption of this proposal on behalf of the Board of Selectmen. He explained that if residents have a second outside water meter, the sewer charge applies only to the first meter.

Mr. Steven Rosenstock, member, recommended adoption on behalf of the Finance Committee.

In response to an inquiry from Jeanne S. McKnight, Town Manager Kate Fitzpatrick indicated that this is an accounting transaction and the Town has no plans to move into a storm drain enterprise fund.

ACTION: The motion was presented and carried unanimously by voice vote.

ARTICLE 13: APPROPRIATE THE FY 2013 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Water Division of the Department of Public Works during fiscal year 2013, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Town of Needham
Water Enterprise
FY 2012

Line #	Description	FY 2011 Expended	FTE	FY 2012 Current Budget	FTE	FY 2013 Recommended	FTE	Town Meeting Amendments
301A	Salary & Wages	$ 803,640	14.5	$ 1,023,091	16.0*	$ 1,028,088	16.0*	
301B	Expenses	$ 948,757		$ 974,603		$ 1,026,906		
301C	Capital Outlay	$ 15,000		$ 55,000		$ 20,000		
301D	MWRA Assessment	$ 264,017		$ 610,028		$ 965,737		
301E	Debt Service	$ 1,497,133		$ 1,550,000		$ 1,550,000		
302	Reserve Fund	Transfers Only		$ 75,000		$ 75,000		
	TOTAL	**$ 3,528,547**	**14.5**	**$ 4,287,722**	**16.0***	**$ 4,665,731**	**16.0***	
	FY 2013 Budget Percentage Change from FY 2012 Budget						8.8%	

*The prior years F.T.E. totals were lower than the number of positions assigned to the department because the drainage program related work which was done by the enterprise staff was being accounted for in the DPW budget so correspondingly the F.T.E. figure related to that work was also reflected in the DPW budget. Effective by the Town Meeting votes for FY2012, the drainage program is now budgeted in the enterprise fund and the enterprise funds now reflect the F.T.E. assigned to the department.

and to meet this appropriation that $355,709 be transferred from Water Enterprise Fund Retained Earnings; or take any other action relative thereto.

Article Information: This article funds the Town's water system. The Town's water distribution system is a single service pressure zone system supplied by two sources. The Town's primary source of water is the Charles River Well Field which is able to produce up to 4.6 million gallons of water per day, and the Town is registered for approximately 4.0 million gallons of water per day. The Department of Environmental Protection (DEP) permit allows approximately 2.9 million gallons of water per day to be pumped. The Charles River Well Field consists of three groundwater-pumping stations. Needham's second water source is a connection to the Massachusetts Water Resources Authority (MWRA) surface water supply originating at the Quabbin Reservoir and delivered through the Metrowest Tunnel and the Hultman Aqueduct. This water is pumped into the Needham system at the St. Mary's Pumping Station located at the corner of St. Mary Street and Central Avenue. This supply is used when the Town's demand for water is greater than the local supply, and serves as a backup should the Town's wells need to be taken off-line. Water Division staff operate the water treatment plant and also operate, maintain, and repair the Town-wide water distribution system. The system is comprised of more than 135 miles of water mains, 1,166 public hydrants, 3,400 water gate valves, and 9,800 water service connections. This system supports approximately 14,100 installed meters.

The overall operating budget for FY2013 is $378,009 or 8.8% more than the FY2012 budget. This increase is primarily due to an increase in the MWRA assessment for the Town's water use. The MWRA bills the Town for actual water consumption in the calendar year preceding the new fiscal year; the FY2013 water assessment is based on CY2011 water use. The preliminary water assessment for FY2013 is $965,737, approximately 58.3% more than the FY2012 budget. The assessment is $355,709 higher than FY2012. The final assessment from the MWRA is not expected until the end of the State budget process. The increase was not unexpected, as the Town's main drinking water supply well (well #1) was off-line for all of 2011. The FY2013 budget plan includes the use of $355,709 in water retained earnings to mitigate the higher assessment due to the well being off-line. The Town also regularly supplements it water needs due to irrigation water demand during the summer months. This water use is anticipated and is reflective in the irrigation rates.

Water Production*	2008	2009	2010	2011
Water Production	1,216.6	1,177.1	1,277.8	1,170.5
Water Production from MWRA	157.9	93.2	213.2	306.9
Water Production from Town Wells	1,058.7	1,083.9	1,064.6	863.6
Percentage from MWRA	13.0%	7.9%	16.7%	26.2%
*millions of gallons				
Meters Replaced	909	920	1,067	1,018
Percentage of the Total	6.4%	6.5%	7.5%	7.2%

The salary and wages line has increased by $4,997 (approximately 0.5%) from the FY2012 budget. This budget is inclusive of the collective bargaining agreement for FY2013. As with the RTS and Sewer enterprise budgets, there is no increase in the number of funded positions.

The Water Enterprise Fund expense line is $52,303 higher (5.4%) than the FY2012 budget. The increase is attributed to higher prices for public works supplies ($62,730) such as water treatment and drinking water chemicals and energy costs ($16,386). A portion of the increase was offset by reduction in professional technical services and other purchase of services (trench restoration contractors and plumber contractors as more of this work is done by Town forces). Debt service is level funded at $1,550,000, which is based on approved projects, and is in keeping with the overall water capital infrastructure-funding plan for long term investments. Operating capital has been decreased by $35,000 to $20,000 for FY2013; the FY2012 budget was inclusive of a one-time capital expense for the backwash tank at the Charles River Water Treatment Plant. The operating capital expense line includes items that are typically needed to respond to an urgent situation such as a replacement of a water hydrant, larger water main and gate parts, or time-sensitive improvements to meet a DEP requirement. We expect that the $20,000 will be needed to purchase a Variable Frequency Drive Unit for Well #2. The water reserve fund is level dollar for FY2013.

The Water Enterprise Fund also reimburses the general fund for costs incurred and paid by general fund budgets, e.g., employee benefits, property and casualty insurance, financial and billing expenses, and other administrative and operational support costs. The Water Enterprise Fund budget is a self-supporting account. Water user fees and charges cover the entire cost of operations.

MOVED: That the Town vote to raise and/or transfer and appropriate the following sums of money to operate the Water Division of the Department of Public Works during fiscal year 2013, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Town of Needham
Water Enterprise
FY 2012

Line #	Description	FY 2011 Expended	FTE	FY 2012 Current Budget	FTE	FY 2013 Recommended	FTE	Town Meeting Amendments
301A	Salary & Wages	$ 803,640	14.5	$ 1,023,091	16.0*	$ 1,028,088	16.0*	
301B	Expenses	$ 948,757		$ 974,603		$ 1,026,906		
301C	Capital Outlay	$ 15,000		$ 55,000		$ 20,000		
301D	MWRA Assessment	$ 264,017		$ 610,028		$ 965,737		
301E	Debt Service	$ 1,497,133		$ 1,550,000		$ 1,550,000		
302	Reserve Fund	Transfers Only		$ 75,000		$ 75,000		
	TOTAL	**$ 3,528,547**	**14.5**	**$ 4,287,722**	**16.0***	**$ 4,665,731**	**16.0***	
		FY 2013 Budget Percentage Change from FY 2012 Budget					8.8%	

*The prior years F.T.E. totals were lower than the number of positions assigned to the department because the drainage program related work which was done by the enterprise staff was being accounted for in the DPW budget so correspondingly the F.T.E. figure related to that work was also reflected in the DPW budget. Effective by the Town Meeting votes for FY2012, the drainage program is now budgeted in the enterprise fund and the enterprise funds now reflect the F.T.E. assigned to the department.

and to meet this appropriation that $355,709 be transferred from Water Enterprise Fund Retained Earnings.

Mr. John A. Bulian, Selectman, addressed this proposal and recommended adoption on behalf of the Board of Selectmen.

Mr. Steven Rosenstock, member, recommended adoption on behalf of the Finance Committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 14: CONTINUE DEPARTMENTAL REVOLVING FUNDS

To see if the Town will vote to authorize and continue revolving funds for certain Town departments pursuant to the provisions of M.G.L. Chapter 44, Section 53E ½ for the fiscal year beginning July 1, 2012:

Revolving Fund	Spending Authority	Revenue Source	Use of Funds	FY 2013 Budget
Memorial Park	Memorial Park Trustees	Food Concessions	Improvements to Memorial Park	**$4,100**
Local Transportation	Council on Aging Director	MBTA, Grants, Program Receipts	Transportation program for COA	**$60,000**
Yard Waste Processing Program	DPW Director	Town and Participating Communities	Multi-Community yard waste processing program	**$75,000**
Home Composting Bin Account	DPW Director	Sale of Bins	Purchase of additional home composting bins	**$3,000**
Senior Center Activities	Council on Aging Director	Program Receipts	Costs related to social programs for elderly	**$1,000**
Youth Services Activities	Youth Services Director	Program Receipts	Costs related to youth service and community programs	**$25,000**
Traveling Meals Program	Health Director	Program Receipts	Costs related to Traveling meals	**$75,000**
Immunization Fund	Health Director	Program Receipts	Costs associated with immunization and educational programs	**$25,000**

Revolving Fund	Spending Authority	Revenue Source	Use of Funds	FY 2013 Budget
School Transportation Program	School Committee	Fee-Based Transportation Program Receipts	Pupil and other District-wide transportation	**$819,000**

or take any other action relative thereto.

Article Information and Summary of M.G.L., Chapter 44, Section 53E ½: A revolving fund established under the provisions of M.G.L., Chapt 44, Section 53E ½ must be authorized annually by vote of the Town Meeting. The fund shall be credited only with the departmental receip received in connection with the programs supported by such revolving fund, and expenditures may be made from the revolving fund witho further appropriation, subject to the provisions of Section 53E ½. The Annual Town Meeting authorization for each revolving fund sh specify: (1) the programs and purposes for which the revolving fund may be expended; (2) the departmental receipts which shall be credited the revolving fund; (3) the board, department or officer authorized to expend from such fund; and (4) a limit on the amount which may expended from such fund in the ensuing year. In any fiscal year, the Board of Selectmen and the Finance Committee may approve an increa in the amount to be spent from the revolving fund, but in no event shall any agency, board, department or officer be authorized to expend any one fiscal year more than one percent of the amount raised by the Town by taxation in the most recent fiscal year for which a tax rate h been certified pursuant to M.G.L., Chapter 59, Section 23.

MOVED: That the Town vote to authorize and continue revolving funds for certain Town departments pursuant to the provisions of M.G. Chapter 44, Section 53E ½ for the fiscal year beginning July 1, 2012:

Revolving Fund	Spending Authority	Revenue Source	Use of Funds	FY 2013 Budget
Memorial Park	Memorial Park Trustees	Food Concessions	Improvements to Memorial Park	**$4,100**
Local Transportation	Council on Aging Director	MBTA, Grants, Program Receipts	Transportation program for COA	**$60,000**
Yard Waste Processing Program	DPW Director	Town and Participating Communities	Multi-Community yard waste processing program	**$75,000**
Home Composting Bin Account	DPW Director	Sale of Bins	Purchase of additional home composting bins	**$3,000**
Senior Center Activities	Council on Aging Director	Program Receipts	Costs related to social programs for elderly	**$1,000**
Youth Services Activities	Youth Services Director	Program Receipts	Costs related to youth service and community programs	**$25,000**
Traveling Meals Program	Health Director	Program Receipts	Costs related to Traveling meals	**$75,000**
Immunization Fund	Health Director	Program Receipts	Costs associated with immunization and educational programs	**$25,000**
School Transportation Program	School Committee	Fee-Based Transportation Program Receipts	Pupil and other District-wide transportation	**$819,000**

Mr. Daniel P. Matthews, Selectman, addressed this proposal and recommended adoption on behalf of the Board of Selectmen. He explained that this article is the annual request to take funds out of the Operating Budget to be used for specific programs which are offset by receipts.

Mr. Richard S. Creem, members, addressed this proposal and recommended adoption on behalf of the Finance Committee. He explained that these revolving funds fall outside the Operating Budget and is created under Massachusetts General Laws. Each fund must ha a budget and the listed amounts are the maximum amount to be spent.

In response to an inquiry from Mr. Jason R. Gragg, Mr. Matthews explained that the town does receive some MBTA grants.

CTION: The main motion was presented and carried unanimously by voice vote.

RTICLE 15 was adopted by unanimous consent earlier this vening.

RTICLE 16 was previously withdrawn earlier this evening.

RTICLE 17 was previously withdrawn earlier this evening.

RTICLE 18 was previously withdrawn earlier this evening.

RTICLE 19: AMEND ZONING BY-LAW – OFF-TREET PARKING REQUIREMENTS

To see if the Town will vote to amend the Needham Zoning By-Law, Section 5.1 Off-Street Parking Requirements, Subsection 5.1.3 Parking Plan and Design Requirements, by modifying the first Sentence of Section 5.1.3 (a) Parking Lot Illumination by deleting the words "at least one foot candle" and eplacing them with the words "an average of one foot candle" so hat the sentence shall now reads as follows:

"(a) Parking Lot Illumination – All parking areas which are proposed to be illuminated shall provide an illumination level of n average of one foot candle."

Or take any other action relative thereto.

Article Information: This is a clarifying amendment so that the anguage of the By-Law is consistent with both Planning Board practice and with photometric design principles. Presently, the By-Law requires all parking areas which are proposed to be lluminated to provide an illumination level of at least one foot andle. The proposed amendment reduces the illumination tandard for parking areas from "at least one foot candle" to "an verage of one foot candle" reflective of historical Planning Board practice.

MOVED: That the Town vote to amend the Needham Zoning By-Law, Section 5.1 Off-Street Parking Requirements, Subsection 5.1.3 Parking Plan and Design Requirements, by modifying the first Sentence of Section 5.1.3 (a) Parking Lot Illumination by deleting the words "at least one foot candle" and eplacing them with the words "an average of one foot candle" so hat the sentence shall now reads as follows:

"(a) Parking Lot Illumination – All parking areas which are proposed to be illuminated shall provide an illumination level of n average of one foot candle."

2 motion to amend was offered by Mr. Glenn S. Orenstein to add after the words "one foot candle" the words "and a minimum of 0.2 foot candles".

Mr. Sam Bass Warner, member, addressed this proposal and recommended adoption on behalf of the Planning Board. He ndicated that this is a small technical issue which would allow a change to be reflective of historic Planning Board practice and photometric design principals.

Mr. Glenn S. Orenstein noted that his amendment addresses his concern that there could be bright light at one end of an area and little or no light at another section. A one foot candle is equal to 10,000 candles and a bright moon is equal to two-thirds of a one-foot candle.

Mr. Maurice P. Handel, Selectman, advised that the Board of Selectmen recommend adoption of the main motion and not the amendment.

Mrs. Lois F. Sockol rose in support of the amendment indicating that it makes sense to have a minimum light requirement.

Claire P. Messing questioned whether the amendment should read "0.2 foot candle" or "0.2 foot candles". Jeanne S. McKnight indicated that the correct grammar is "0.2 foot candle".

After a brief discussion, a motion to move the previous question was offered by John F. Milligan. The motion was presented and carried unanimously by voice voice.

The motion to amend was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented, but failed to pass by voice vote.

ACTION: The main motion was presented and passed by the required two-thirds vote as declared by the Moderator.

At 11:00 P.M. Mr. Gilbert W. Cox, Jr. moved that the Annual Town Meeting stand adjourned to Wednesday May 9, 2012 at 7:30 P.M. at the James Hugh Powers Great Hall, Town Hall, and it was so voted by voice vote.

Theodora K. Eaton, MMC
Town Clerk

A true copy
Attest:

* * * * *

ADJOURNED ANNUAL TOWN MEETING

Wednesday, May 9, 2012

Pursuant to adjournment of the Annual Town Meeting held May 7, 2012, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the James Hugh Powers Hall, Town Hall, on Wednesday May 9, 2012, at 7:30 P.M.

Check lists were used and 231 voters were checked on the list as being present, including 222 Town Meeting Members. 29 Town Meeting Members were absent

The Moderator announced that Town Meeting has lost one of the pillars of our Town, Jane Howard. She was an active

member of this community for many, many years and will be missed by all.

At the designation of the President of the President of the Needham Clergy Association, Rev. John Buehrens, Minister, First Parish Unitarian-Universalist in Needham, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Moderator thanked Ned Cooley and Brendan Conway for manning the microphones this evening.

At this time discussion commenced under Article 20.

ARTICLE 20: AMEND GENERAL BY-LAW

To see if the Town will vote to amend the General By-laws by:

1. Renumbering Section 3.1.12 to 2.2.5.5;
2. Renumbering Sections 3.1.13, 3.1.13.1, 3.1.13.2 and 3.1.13.3 to 2.2.5.6, 2.2.5.6.1, 2.2.5.6.2 and 2.2.5.6.3;
3. Inserting a new Section 3.1.12 as follows: "Discharge of Bow and Arrows. No person shall discharge bow and arrow within the limits of any park, playground, public way, public building or other property except with the consent of the Board of Selectmen, or hunt by bow and arrow on any private property except with the written consent of the property's owner or legal occupant.";
4. Deleting Section 3.1.14 and inserting a new Section 3.1.13 as follows: "Fines. Whoever violates the provisions of Section 3.1 shall be punished by a fine not exceeding fifty dollars ($50.00) for each offense unless otherwise provided.";
5. Amending the fine schedules in Sections 8.2.2.4 B, G, I, J, L, N, O, P and Q to $50 per offense;
6. Amending the fine schedules in Section 8.2.2.4 C and I from $20 and $35 per offense, respectively, to : "First Offense - $50, Second offense - $100, Third Offense - $200, Fourth and Subsequent Offenses - $300";
7. Deleting Sections 8.2.2.4 D and E and renumbering subsequent sections accordingly;
8. Inserting a new Section 8.2.2.4 S as follows: "Discharge of Bow and Arrow (Section 3.1.12) Fine Schedule: "First Offense - $50, Second offense - $100, Third Offense - $200, Fourth and Subsequent Offenses - $300."
9. Deleting Section 8.2.2.4 S and inserting a new Sub-Section 8.2.2.8 C as follows: "Enforcement Agent: Any DPW Supervisor, Water Emergencies: Violations (Sub-Section 2.2.5.5) Fine Schedule: $50 per offense", and renumbering the subsequent subsections accordingly;
10. Deleting Section 8.2.2.4 V and inserting a new Sub-Section 8.2.2.8 D as follows: "Enforcement Agent: Fire Chief, Private Ways (Sub-Section 2.2.5.6) Fine Schedule: $50 per offense" and renumbering the subsequent subsections accordingly;

or take any other action relative thereto.

Article Information: The intent of this article is twofold. First, the article would create a provision to regulate bow and arrow hunting on public property in Needham. Currently, the General By-law regulates the discharge of a firearm on public property, but not the discharge of bow and arrows. Second, the articl makes adjustments to the structure of the non-criminal dispositio provisions of the By-law – increasing several fines, correctin section references, and arranging several categories in a mor logical manner.

MOVED: That the Town vote to amend the General By-law by:

1. Renumbering Section 3.1.12 to 2.2.5.5;
2. Renumbering Sections 3.1.13, 3.1.13.1, 3.1.13.2 an 3.1.13.3 to 2.2.5.6, 2.2.5.6.1, 2.2.5.6.2 and 2.2.5.6.3;
3. Inserting a new Section 3.1.12 as follows: "Discharge c Bow and Arrows. No person shall discharge bow an arrow within the limits of any park, playground, publi way, public building or other property except with th consent of the Board of Selectmen, or hunt by bow an arrow on any private property except with the writte consent of the property's owner or legal occupant.";
4. Deleting Section 3.1.14 and inserting a new Sectio 3.1.13 as follows: "Fines. Whoever violates th provisions of Section 3.1 shall be punished by a fine n exceeding fifty dollars ($50.00) for each offense unle otherwise provided.";
5. Amending the fine schedules in Sections 8.2.2.4 B, G, J, L, N, O, P and Q to $50 per offense;
6. Amending the fine schedules in Section 8.2.2.4 C and from $20 and $35 per offense, respectively, to : "Fir Offense - $50, Second offense - $100, Third Offense $200, Fourth and Subsequent Offenses - $300";
7. Deleting Sections 8.2.2.4 D and E and renumberin subsequent sections accordingly;
8. Inserting a new Section 8.2.2.4 S as follows: "Discharg of Bow and Arrow (Section 3.1.12) Fine Schedul "First Offense - $50, Second offense - $100, Thi Offense - $200, Fourth and Subsequent Offenses $300."
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10. Deleting Section 8.2.2.4 V and inserting a new Su Section 8.2.2.8 D as follows: "Enforcement Agent: Fi Chief, Private Ways (Sub-Section 2.2.5.6) Fi Schedule: $50 per offense" and renumbering th subsequent subsections accordingly.

A motion to amend was offered by Mr. Gerald A Wasserman as follows: That the main motion under Article 20 b amended by deleting in section 5, of the motion the letter "I" a by inserting a new section 11 as follows: "11. Deleting in Sectio 3.1.6 the words "Sub-section 3.1.7" and inserting in place there the words "This sub-section."

Mr. Gerald A. Wasserman, Chairman, addressed th proposal on behalf of the Board of Selectmen. He explained th this article will amend the general by-laws to include the discharg of Bows and Arrows as well as allow the Town to issue fin without criminal charges.

A motion to amend was offered by Mr. Robert Larsen to add the word "or crossbow" after the words "No pers shall discharge bow and arrow". The Moderator ruled that t amendment falls beyond the scope of the article.

Mr. Jason R. Gragg offered a motion to divide the otion into two questions as follows: Sections 1, 2, 3, and 4 as e first question and sections 5, 6, 7, 8, 9, 10 as the second uestion. He was joined by 21 Town Meeting Members.

In response to an inquiry from Joshua W. Levy as to hat constitutes an offense, Mr. Gerald A. Wasserman noted that you shoot one or five bows and arrows at one time, that is onsidered an offense.

Mr. Gerald A. Wasserman's motion to amend was esented and carried by majority vote on a voice vote.

CTION: The first divided question which included sections 1 – was presented and carried by majority vote on a voice vote. The cond divided question which included sections 5 – 10 was esented and carried by majority vote on a voice vote.

VOTED: That the Town vote to amend the General By-laws :

1. Renumbering Section 3.1.12 to 2.2.5.5;
2. Renumbering Sections 3.1.13, 3.1.13.1, 3.1.13.2 and 3.1.13.3 to 2.2.5.6, 2.2.5.6.1, 2.2.5.6.2 and 2.2.5.6.3;
3. Inserting a new Section 3.1.12 as follows: "Discharge of Bow and Arrows. No person shall discharge bow and arrow within the limits of any park, playground, public way, public building or other property except with the consent of the Board of Selectmen, or hunt by bow and arrow on any private property except with the written consent of the property's owner or legal occupant.";
4. Deleting Section 3.1.14 and inserting a new Section 3.1.13 as follows: "Fines. Whoever violates the provisions of Section 3.1 shall be punished by a fine not exceeding fifty dollars ($50.00) for each offense unless otherwise provided.";
5. Amending the fine schedules in Sections 8.2.2.4 B, G, J, L, N, O, P and Q to $50 per offense;
6. Amending the fine schedules in Section 8.2.2.4 C and I from $20 and $35 per offense, respectively, to : "First Offense - $50, Second offense - $100, Third Offense - $200, Fourth and Subsequent Offenses - $300";
7. Deleting Sections 8.2.2.4 D and E and renumbering subsequent sections accordingly;
8. Inserting a new Section 8.2.2.4 S as follows: "Discharge of Bow and Arrow (Section 3.1.12) Fine Schedule: "First Offense - $50, Second offense - $100, Third Offense - $200, Fourth and Subsequent Offenses - $300."
9. Deleting Section 8.2.2.4 S and inserting a new Sub-Section 8.2.2.8 C as follows: "Enforcement Agent: Any DPW Supervisor, Water Emergencies: Violations (Sub-Section 2.2.5.5) Fine Schedule: $50 per offense", and renumbering the subsequent subsections accordingly;
10. Deleting Section 8.2.2.4 V and inserting a new Sub-Section 8.2.2.8 D as follows: "Enforcement Agent: Fire Chief, Private Ways (Sub-Section 2.2.5.6) Fine Schedule: $50 per offense" and renumbering the subsequent subsections accordingly.
11. Deleting in Section 3.1.6 the words "Sub-section 3.1.7" and inserting in place thereof the words "This Sub-section."

ARTICLE 21: HOME RULE PETITION - OFF-PREMISES SALE OF ALCOHOL

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court, in compliance with Clause (1), Section 8 of Article LXXXIX of the Amendments of the Constitution, to the end that legislation be adopted precisely as follows. The General Court may make clerical or editorial changes of form only to the bill, unless the Town Manager approves amendments to the bill before enactment by the General Court. The Town Manager is hereby authorized to approve amendments that shall be within the scope of the general public objectives of this petition.

AN ACT RELATIVE TO AUTHORIZING THE TOWN OF NEEDHAM TO AUTHORIZE THE SALE OF ALL ALCOHOLIC BEVERAGES NOT TO BE DRUNK ON THE PREMISES UNDER ARTICLE OF AMENDMENT XLIX.

SECTION 1. Notwithstanding section 11 of chapter 138 of the General Laws or any other general or special law to the contrary, the board of selectmen of the town of Needham shall cause to be placed on the ballot at a regular or special election the following question:-

"Shall the licensing authority in the town of Needham be authorized to grant licenses for both the sale of all alcoholic beverages in packages not to be drunk on the premises and the sale of wine and malt beverages in packages not to be drunk on the premises?"

Below the ballot question shall appear a fair and concise summary of the ballot question prepared by the town counsel and approved by the board of selectmen.

SECTION 2. If a majority of the votes cast in answer to that question is in the affirmative, the Town of Needham shall be taken to have authorized the granting of licenses for the sale of all alcoholic beverages not to be drunk on the premises and the sale of wine and malt beverages not to be drunk on the premises subject to the following:

The number of licenses shall be limited to six. Commencing on January 1, 2018 the number of licenses shall be limited to eight but at no time shall there be in effect more than six such licenses for the sale of all alcoholic beverages. The remaining licenses shall be limited to the sale of wines and malt beverages.

The licensing authority may establish the days and hours during which the license may operate.

Except as otherwise provided herein, such licenses shall be subject to the provisions of said chapter 138.

SECTION 3. This act shall take effect upon its passage.

Or take any other action relative thereto.

Article Information: The purpose of this home rule petition is to seek permission from the Legislature to allow the Town to place a question on the ballot at a Town election authorizing the off-premises (retail) sale of alcoholic beverages. The proposal would allow six licenses, each of which could be issued for all alcoholic beverages or for just beer and wine. In 2018, two additional licenses will be authorized. At no time would the town be able to issue more than six full licenses for the sale of all alcoholic beverages. Prior to the referendum date, and after a public

hearing, the Selectmen expect to develop proposed regulations and work with the Planning Board and Board of Health on issues such as restrictions on hours of operation, location, the appropriate types of premises (e.g. not convenience stores), and other issues as needed.

MOVED: That the Town vote to authorize the Board of Selectmen to petition the General Court, in compliance with Clause (1), Section 8 of Article LXXXIX of the Amendments of the Constitution, to the end that legislation be adopted precisely as follows. The General Court may make clerical or editorial changes of form only to the bill, unless the Town Manager approves amendments to the bill before enactment by the General Court. The Town Manager is hereby authorized to approve amendments that shall be within the scope of the general public objectives of this petition.

AN ACT RELATIVE TO AUTHORIZING THE TOWN OF NEEDHAM TO AUTHORIZE THE SALE OF ALL ALCOHOLIC BEVERAGES NOT TO BE DRUNK ON THE PREMISES UNDER ARTICLE OF AMENDMENT XLIX.

SECTION 1. Notwithstanding section 11 of chapter 138 of the General Laws or any other general or special law to the contrary, the board of selectmen of the town of Needham shall cause to be placed on the ballot at a regular or special election the following question:-

"Shall the licensing authority in the town of Needham be authorized to grant licenses for both the sale of all alcoholic beverages in packages not to be drunk on the premises and the sale of wine and malt beverages in packages not to be drunk on the premises?"

Below the ballot question shall appear a fair and concise summary of the ballot question prepared by the town counsel and approved by the board of selectmen.

SECTION 2. If a majority of the votes cast in answer to that question is in the affirmative, the Town of Needham shall be taken to have authorized the granting of licenses for the sale of all alcoholic beverages not to be drunk on the premises and the sale of wine and malt beverages not to be drunk on the premises subject to the following:

The number of licenses shall be limited to six. Commencing on January 1, 2018 the number of licenses shall be limited to eight but at no time shall there be in effect more than six such licenses for the sale of all alcoholic beverages. The remaining licenses shall be limited to the sale of wines and malt beverages.

The licensing authority may establish the days and hours during which the license may operate.

Except as otherwise provided herein, such licenses shall be subject to the provisions of said chapter 138.

SECTION 3. This act shall take effect upon its passage.

Mr. Maurice P. Handel, Selectman, addressed this proposal on behalf of the Board of Selectmen. He stated that the Board of Selectmen voted 4 to 1 to adopt this proposal to allow the off-premise sale of alcohol. If the home rule petition is passed by the Legislature, the town could issue six licenses plus two additional licenses by the year 2018.

In response to an inquiry from Mr. Kenneth Scot Muldoon, Mr. Handle indicated that any premise for the sale o alcohol must be located in the proper zoning area.

In response to several questions from Mrs. Catherine E Kurkjian, Mr. Handel responded as follows:

1. The town would have to address increased cost under law enforcement as it relates to the sale of off-premis alcohol.

2. The Board felt some licenses could be issued for A Alcohol and some for Beer & Wine only.

3. The Board of Selectmen will have broad authority t deny licenses if it determines the applicant in not in the bes interest of the Town.

4. It is feasible that a discount package store could g into the vacated Friendly's building.

Paul A. Siegenthaler indicated that he was on the fence but now is opposed to this proposal. When he first moved t Needham he thought it was silly that you could not purchase bottle of wine. Now it may not be a good idea. The younge families that he has heard from do not seem to be in favor of off premise sale of alcohol in the Town of Needham.

Mr. Artie R. Crocker noted that he grew up in Needhar and part of him says keep the status quo. Alcohol is prevalen But it also seems a little hypocritical. What about companies tha can get licenses. Can they sell alcohol? This Board of Selectme will change and future Boards may have different thoughts. M Handel indicated that there will be a public hearing for ever license application. This will allow the public to weigh in on eac license application.

Mr. David S. Tobin, Town Counsel, advised that even transfer of license must go through the same license applicatio process.

Ms. Kathleen Rowe, Town resident and citizen, spoke i opposition to this article. She indicated that we do have access t alcohol and we are not facing a hardship. She expressed concer that this will make it somewhat easier for teens to have access t alcohol. She also noted that off-premise sale of alcohol will n add a significant amount of income to the Town and coul increase crime. She questioned if this is what we want ou Selectmen to focus on. She advised that the Town of Weston gav one store a license for beer and wine only on a trial basis to se how it would work. She urged caution.

Claire Patricia Messing reminded Town Meetin Members that this proposal is asking to allow all residents to vo for or against having alcohol stores in Town.

Mr. Jeffrey Kristeller rose in support of this article

Mrs. Jeanne S. McKnight, member of the Plannin Board, advised that some zoning districts would and some woul not allow alcohol stores. She noted that amendments to th Zoning By-Law require a two-thirds vote of Town Meeting. Mr McKnight expressed concern that M.G.L. Chapter 138 section 16 requires the licensing authority to make a decision within thir days. Mr. Handel noted that the licensing authority can grant a extension.

A motion to amend was offered by Mrs. Jeanne S. IcKnight to add after the words: "The licensing authority may stablish the days and hours during which the license may perate" the following words: "Applications for licenses shall be cted upon within 60 days after filing of an application".

After a brief discussion, a motion to move the previous uestion was offered by Ms. Sandra Balzer Tobin. The motion as presented, but the Moderator was in doubt as to the voice ote. The motion was again presented and the Moderator was still doubt as to the voice vote. The following tellers were sworn to e faithful performance of their duties: Paula R. Callanan, Villiam R. Dermody, Thomas H. Hannigan, Jr., Thomas M. arkins, Paul H. Attridge, and Cynthia J. Chaston. The motion hich requires a two-thirds vote, was again presented and carried y a count of hands. The hand count was Yes 175 – No 40.

Mrs. McKnight's motion to amend was presented, but it iled to pass on a voice vote.

CTION: The main motion was presented, but the Moderator as in doubt as to the voice vote. The motion was again presented nd carried by a count of hands. The hand count was Yes 158 – o 59.

RTICLE 22: PESTICIDE FREE ZONE ON LAND WNED OR MANAGED BY THE TOWN OF NEEDHAM

To see if the Town of Needham will vote to transition way from the use of herbicides and pesticides* on land wned, managed or leased by the Town of Needham. Within vo years The Town of Needham will take the next step in educing pesticide use on town owned property by instituting a no-se policy concerning chemical synthetic herbicides and pesticides s defined by the Federal Insecticide, Fungicide, and Rodenticide ct. Included in the no-use policy are fertilizers known as weed n feed products which contain herbicides and pesticides.

Needham owned, managed and leased land includes but is not mited to school grounds and playing fields, town commons and arks as well as conservation land and The Needham Community arm. It also includes the grounds of The Needham Town Hall, he Needham Public Library, The Needham Senior Center and the own building facilities and the berms along town sidewalks.

There will be an exemption for emergency outbreaks of stinging r biting insects.

A Standing Committee will be created to study and implement a Best Practices Policy and Manual of land care and landscaping olicy for the Town of Needham. The Committee is to be made p of five Needham residents plus one elected or appointed fficial from the Conservation Commission, School Committee, nd Board of Health, Park and Recreation. The Committee will neet at least four times a year.

The Standing Committee will create A Best Practices Manual or Land Care which would include the following practices: soil esting, the use of organically certified soil amendments, compost nd compost tea. Approved bio-pesticides may be considered for se.** Cultural practices will be included: using the appropriate eight for lawn mowing, planting of clover, what to do with grass lippings, the use of carbon neutral machinery in landscaping and he use of water savings measures. Landscape design will onsider lawn size and placement, fertilizer use and the use of vater recycling and rain gardens.

The Committee will create educational forums and materials to implement the Best Practices for Land Care Manual and no-use pesticide policy and educate Needham residents and employees of the Town of Needham on these topics.

*Pesticide, as defined in FIFRA section 2(u) (PDF) (109 pp, 288k), means: any substance or mixture of substances intended for preventing, destroying, repelling, or mitigating any pest; any substance or mixture of substances intended for use as a plant regulator, defoliant, or desiccant; and any nitrogen stabilizer. It includes pesticides, herbicides, insecticides, rodenticides, and fungicides.

**FIFRA exemption of minimal risk pesticides http://www.epa.gov/PR_Notices/pr2000-6.pdf Products which contain certain low-risk ingredients, such as garlic and mint oil, have been exempted from Federal registration requirements, although State regulatory requirements may still apply.

Article Information: This article, submitted by citizens' petition, seeks to eliminate entirely the use of herbicides and pesticides on land owned, managed, or leased by the Town of Needham. The article would create a committee to study and implement a best practices policy and manual for land care. The Town of Needham has adopted and currently follows an Integrated Pest Management (IPM) policy to guide pesticide use on land that is managed by the Town. Under the terms of that policy, pesticides are used only as a last resort, and only within specific guidelines. A link to the IPM policy is available at www.needhamma.gov/townmeeting.

MOVED: **That the Town vote to transition away from the use of herbicides and pesticides* on land owned, managed or leased by the Town of Needham.** Within two years The Town of Needham will take the next step in reducing pesticide use on town owned property by instituting a no-use policy concerning chemical synthetic herbicides and pesticides as defined by the Federal Insecticide, Fungicide, and Rodenticide Act. Included in the no-use policy are fertilizers known as weed 'n feed products which contain herbicides and pesticides.

Needham owned, managed and leased land includes but is not limited to school grounds and playing fields, town commons and parks as well as conservation land and The Needham Community Farm. It also includes the grounds of The Needham Town Hall, The Needham Public Library, The Needham Senior Center and the town building facilities and the berms along town sidewalks.

There will be an exemption for emergency outbreaks of stinging or biting insects.

A Standing Committee will be created to study and implement a Best Practices Policy and Manual of land care and landscaping policy for the Town of Needham. The Committee is to be made up of five Needham residents plus one elected or appointed official from the Conservation Commission, School Committee, and Board of Health, Park and Recreation. The Committee will meet at least four times a year.

The Standing Committee will create A Best Practices Manual for Land Care which would include the following practices: soil testing, the use of organically certified soil amendments, compost and compost tea. Approved bio-pesticides may be considered for use.** Cultural practices will be included: using the appropriate height for lawn mowing, planting of clover, what to do with grass clippings, the use of carbon neutral machinery in landscaping and the use of water savings measures. Landscape design will

consider lawn size and placement, fertilizer use and the use of water recycling and rain gardens.

The Committee will create educational forums and materials to implement the Best Practices for Land Care Manual and no-use pesticide policy and educate Needham residents and employees of the Town of Needham on these topics.

*Pesticide, as defined in FIFRA section 2(u) (PDF) (109 pp, 288k), means: any substance or mixture of substances intended for preventing, destroying, repelling, or mitigating any pest; any substance or mixture of substances intended for use as a plant regulator, defoliant, or desiccant; and any nitrogen stabilizer. It includes pesticides, herbicides, insecticides, rodenticides, and fungicides.

**FIFRA exemption of minimal risk pesticides http://www.epa.gov/PR_Notices/pr2000-6.pdf Products which contain certain low-risk ingredients, such as garlic and mint oil, have been exempted from Federal registration requirements, although State regulatory requirements may still apply.

The Moderator announced that there will be a substitute main motion offered if the main motion is presented and fails to pass.

The main motion was presented, but it failed to pass on a voice vote in favor of the substitute main motion.

The following substitute main motion was offered by Susan W. Abbott:

MOVED: To see if the **Town of Needham** will transition from an **Integrated Pest Management (IPM) Policy** which includes the use of pesticides* as defined by the Federal Insecticide, Fungicide and Rodenticide Act (FIFRA) towards an **Organic Land Management Policy** on town owned or managed land.

The **Town of Needham** has already implemented procedures to reduce the use of pesticides and synthetic fertilizers on town property through an **Integrated Pest Management** program. We ask that the town take the next step and commit to develop and implement an **Organic Land Management Policy** on town owned and managed land, excluding the golf course.

The use of FIFRA exempted minimal risk pesticides** would be allowed on land owned or managed by the Town of Needham.

There would be an exemption for the prevention of mosquito borne illnesses. Exemptions would also be permitted in the case of a health emergency such as an outbreak of stinging or biting insects or where user safety is jeopardized on town managed playing fields, schools and facilities grounds or conservation land.

A committee, appointed by the Selectmen and the Town Manager, would be charged with developing a report with recommendations to the Selectmen for an Organic Land Management Policy for the Town of Needham. This committee would be composed of residents from the town as well as the heads of relevant departments or their representatives. The report would be completed before the commencement of Town Meeting in the spring of 2013.

** Pesticide is defined as any substance or mixture of substances intended for preventing, destroying, repelling, or mitigating any pest; any substance or mixture of substances intended for use as a plant regulator, defoliant, or desiccant; and any nitrogen stabilizer. It includes pesticides, herbicides, insecticides, rodenticides, and fungicides (FIFRA section 2(u) (PDF) (109 pp, 288k).*

*** FIFRA exemption of minimal risk pesticides includes products that contain certain low-risk ingredients, such as garlic and mint oil, have been exempted from Federal registration requirements, although State regulatory requirements may still apply.*

ORGANIC standards in land care have been created by: The Northeast Organic Farmer's Association Organic Land Care (NOFA OLC). Organic Materials Review of Eugene, Oregon (OMRI) and the National Organic Program (NOP).

Mr. Bruce T. Eisenhut moved to refer the subject matter of Article 22, Pesticide Free Zone...or, if applicable, any Substitute Main Motion, with all amendments, to the Board of Selectmen for further study. As grounds, the subject matter requires further study in a more appropriate forum.

Mrs. Susan W. Abbott stated that she is asking for organic and integrated care for town property. She indicated that current law manages pest control with pesticides. Ellen Fine, Needham resident, addressed this proposal and presented a power point presentation. She noted that the Town of Needham currently has some organic and integrated regulations in the Town, but needs more. She indicated that there is a child asthma epidemic. If we can avoid pesticides, why not do it. She also noted that up to 95% of cancers are environmental.

Unanimous consent was given to allow Michael Lyons, Chairman, Norwood Board of Selectmen, to address Town Meeting. Mr. Lyons noted that he became the Pesticide Coordinator for the Town of Norwood and that the Town of Norwood is going to try the organic method. He reminded Town Meeting Members of the former uses years ago of lead paint, asbestos, tobacco and asked "what were they thinking?"

Mr. Daniel P. Matthews, Selectmen, explained that this petition proposes to replace the town's IPM policy with an all organic method with a few exemptions. Mr. Matthews noted that the Town does not engage in major pesticide applications. Everyone wants to improve the environment. However, we do not support this proposal. The Town's policy is flexible and it uses a lot of organic materials, but there are times when we need to address issues with poison ivy, mosquitoes, etc. The Town already minimizes the use of pesticides and changes are made every year. The Board of selectmen unanimously recommends a no vote on this article. The Board also opposes the motion to refer. We will continue to discuss this issue with the petitioners and anyone who is interested. The policy is not set and we are open for suggestions and improvements.

Mr. Richard A. Zimbone, member, spoke in opposition to this proposal on behalf of the Finance Committee.

Dr. Stephen K. Epstein, Chairman, Board of Health, suggested that this petition is very well intentioned. He also noted that Needham pretty much has an organic program and "only as a last resort is pesticide used". He further stated that Needham only used pesticides once in the last five years to control poison ivy. There is no known organic substance to control adult mosquitoes.

Mr. Michael J, Retzky, Chairman, noted that the Parks and Recreation Commission oversees fields, parks, Rosemary pool, and trails. The Town's IPM policy was approved by the Commission and it is continuously evolving. The curre

approach will keep us on a healthy path. He advised that the Park and Recreation Commission unanimously voted to oppose Article 22.

Mr. Bruce T. Eisenhut explained that he filed the motion to refer hoping to prevail upon the Board of Selectmen to further study this matter with a view toward updating the 2002 policy. There is always room for improvement. The current policy is very general with broad principals. He encourages an affirmative vote on the motion to refer.

Mrs. Deborah S. Winnick, member, stated that the League of Women Voters supports organic management.

Mr. Irwin Silverstein rose in support of the motion to refer. He concurs with the petitioners but feels the proposed policy is a little too rigid.

Mr. Richard Pollock, resident and Public Health Epidemiologist, stated that Article 22 presumes that the Town fails to protect its citizens. Some changes in the proposal are excessive and not in the best interest of the citizens.

In response to an inquiry from Mrs. Elizabeth P. Handler, Mr. Edward Olson, Superintendent of Parks and Forestry, advised that the IPM Committee meets actively. Mrs. Janice Berns, Director, Board of Health, advised that the meetings are basically between departments and not posted. They do have minutes.

Mr. Artie R. Crocker suggested the need to use common sense. There are pesticides that harm people. The Town is doing a good job. The petitioners have good ideas. All have a similar goal. He suggested the need for more discussion and push toward a reduction in the use of chemicals.

In response to an inquiry from Mr. Ross M. Donald regarding the Town's liability if a child gets sick, Town Counsel David S. Tobin stated that the town's liability under the torte act is up to $100,000.

A motion to move the previous question on the substitute main motion and the motion to amend was offered by Mr. Thomas M. Jacob. The motion was presented and carried by the required two-thirds vote declared by the Moderator.

The motion to refer was presented, but it failed to pass.

ACTION: The substitute main motion was presented but it failed to pass on a voice vote.

ARTICLE 23: CITIZENS' PETITION – CITIZENS UNITED RESOLUTION

To see if the Town will vote the following resolution;

Whereas, the expenditure of excessive and unlimited money in the political realm is a threat to our local self determination, our local aid from both the state and federal government, our local economy and is an obstruction to our individual, free, and fair participation in our electoral and governing processes and

Whereas, the U.S. Supreme Court 5:4 ruling on January 21, 2010 in Citizens United v. Federal Election Commission rolled back remaining legal limits on corporate spending in the electoral process, allowing unlimited corporate spending to influence elections, candidate selection, and policy decisions, and thereby drowning out the voice of "We the People" and threatening citizens constitutional right of self-governance.

Now, therefore, let it be resolved that this Town Meeting calls upon the Massachusetts congressional delegation to support an amendment to the US Constitution that would overturn the Supreme Court decision in this matter.

Be it further resolved that this Town Meeting calls upon our State Legislature to seek the support of our federal delegation for the amendment and to support the amendment if Congress sends it to the states for ratification.

Article Information: This article, submitted by citizens' petition, seeks a Town Meeting resolution calling upon Needham's representatives in Congress and in the State Legislature to support an amendment to the United States Constitution. Such an amendment would overturn the U.S. Supreme Court's decision in the case of Citizens United v. Federal Election Commission. In the Citizens United case, the Supreme Court determined as unconstitutional provisions of a Federal law prohibiting corporations and unions from using their general treasury funds to advocate for the election or defeat of a specific candidate. The decision is seen as a departure from prior legislation and precedent supporting Congressional authority to treat corporations and unions differently than individuals with respect to election financing. The proposed constitutional amendment would restore the power of Congress in this area. A link to the Supreme Court's decision is available at www.needhamma.gov/townmeeting.

MOVED: That the Town vote the following resolution;

Whereas, the expenditure of excessive and unlimited money in the political realm is a threat to our local self determination, our local aid from both the state and federal government, our local economy and is an obstruction to our individual, free, and fair participation in our electoral and governing processes and

Whereas, the U.S. Supreme Court 5:4 ruling on January 21, 2010 in Citizens United v. Federal Election Commission rolled back remaining legal limits on corporate spending in the electoral process, allowing unlimited corporate spending to influence elections, candidate selection, and policy decisions, and thereby drowning out the voice of "We the People" and threatening citizens constitutional right of self-governance.

Now, therefore, let it be resolved that this Town Meeting calls upon the Massachusetts congressional delegation to support an amendment to the US Constitution that would overturn the Supreme Court decision in this matter.

Be it further resolved that this Town Meeting calls upon our State Legislature to seek the support of our federal delegation for the amendment and to support the amendment if Congress sends it to the states for ratification.

The Moderator announced that there is a substitute main motion to be presented under Article 23 if the main motion fails to pass.

The main motion was presented, but it failed to pass on a voice vote.

The following substitute main motion was presented:

MOVED: To see if the Town will vote the following resolution or take any other action relative thereto:

"Whereas the expenditure of unlimited corporate and union general treasury funds to influence elections threatens to overwhelm our individual voices in our electoral and governing processes, and

Whereas the U. S. Supreme Court's 5 – 4 ruling on January 21, 2010 in Citizens United v. Federal Election Commission took away the long-standing power of Congress to place limits on corporate and union spending to influence elections, and

Whereas the Court's decision in Citizens United applies to state and local elections, as well as to federal elections, and so makes real the threat that corporate and union expenditures will dominate state and local elections,

Now, therefore, let it be resolved that this Town Meeting calls upon the Massachusetts delegation to the US Congress to support an amendment to the US Constitution which would overturn the Supreme Court decision in Citizens United, and

Be it further resolved that this Town Meeting calls upon our State Legislature to seek the support of the US Congress for an amendment to the US Constitution which would overturn the Supreme Court decision in Citizens United."

Mr. Robert T. Smart, Jr., moved that the substitute main motion be postponed to a time certain specifically the first article of business after the completion of the Special Town Meeting called for Monday, May 14, 2012.

Mr. Ford H. Peckham rose in support of the motion to postpone.

The motion to postpone was presented, but the Moderator was in doubt. The motion was again presented and carried by voice vote.

A motion to adjourn was offered by Mr. Paul H. Attridge. Mr. Mark J. Gluesing, member of the Community Preservation Committee, noted that his committee was present tonight and they would like to address the next article.

The motion to adjourn was presented, but it failed to pass on a voice vote.

ARTICLE 24: APPROPRIATE FOR ARTIFACT STORAGE UPGRADE / NEEDHAM HISTORICAL SOCIETY

To see if the Town will vote to raise and/or transfer and appropriate the sum of $25,000 for historic artifact archiving, to be spent under the direction of the Town Manager, said sum to be transferred from the Historic Resources Reserve; or take any other action relative thereto.

Article Information: The Needham Historical Society holds a large volume of artifacts of historic value to Needham, representing its commercial and social history. This request for $25,000 would permit the Historical Society to hire a part-time archivist to work with volunteers to re-organize and properly store the artifacts, and create a computerized catalog that will provide for easier access to the artifacts. The information, including photos, may eventually become available on-line for public viewing.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $25,000 for historic artifact archiving, to be spent under the direction of the Town Manager, said sum to be transferred from the Historic Resources Reserve.

Mrs. Janet Carter Bonardo, Vice Chairman, addressed this proposal on behalf of the Community Preservation Committee. She explained that this proposal seeks to preserve a portion of Needham history.

Mr. Gary B McNeill, member, recommended adoption on behalf of the Finance Committee.

Mr. Maurice P. Handel, Selectman, noted that he serves on the Board of the Needham Historical Society. He stated that the Board of Selectmen concurs with and supports this article.

ACTION: The main motion was presented and carried by majority vote on a voice vote.

ARTICLE 25 was previously withdrawn on May 7, 2012.

ARTICLE 26 was adopted by unanimous consent on May 7, 2012.

ARTICLE 27 was adopted by unanimous consent on May 7, 2012

ARTICLE 28: APPROPRIATE TO COMMUNITY PRESERVATION FUND

To see if the Town will vote to hear and act on the report of the Community Preservation Committee; and to see if the Town will vote to appropriate a sum pursuant to M.G.L. Chapter 44B from the estimated FY2013 Community Preservation Fund revenues, or to set aside certain amounts for future appropriation to be spent under the direction of the Town Manager, as follows:

Appropriations:	
A. Administrative and Operating Expenses of the Community Preservation Committee	$82,000
Reserves:	
B. Community Preservation Fund Annual Reserve	$1,023,160
C. Community Housing Reserve	$233,420
D. Historic Resources Reserve	$0
E. Open Space Reserve	$233,420

or take any other action relative thereto.

Article Information: The Town Meeting and the voters approved the Community Preservation Act in 2004. The Fund receives monies through a 2.0% surcharge on local real estate property tax bills with certain exemptions. Adoption of the Act makes the Town eligible to receive additional monies on an annual basis from the Massachusetts Community Preservation Fund. Any expenditures from the Community Preservation Fund must be bo

ecommended by the CPC and approved by Town Meeting. The w requires that at least 10% of the revenue be appropriated or eserved for future appropriation for each of the following urposes: community housing, historic preservation and open pace. The Town traditionally sets aside 11% to account for any hanges to the revenue estimate or State match that may occur uring the year. Up to 5% of the annual revenue estimate may be tilized for the administrative and operational expenses of the ommunity Preservation Committee. At the end of the fiscal year, nspent administrative funds return to the CPA Annual Reserve. n addition to the projects proposed to be funded through reserves nder Articles 24 through 27, the CPC recommends approval for 1% to be appropriated to the Community Housing Reserve and e Open Space Reserve. Allocation to the Historic Reserve is atisfied by the payment of the debt for the Town Hall project hich is included in the motion to appropriate the Operating udget under Article 10. The CPC also recommends an ppropriation of approximately 5% for administrative and perating expenses.

IOVED: That the Town vote to hear and act on the report of the ommunity Preservation Committee; and to see if the Town will ote to appropriate a sum pursuant to M.G.L. Chapter 44B from e estimated FY2013 Community Preservation Fund revenues, or set aside certain amounts for future appropriation, to be spent nder the direction of the Town Manager, as follows:

ppropriations:

. Administrative and Operating Expenses of the Community Preservation Committee	$82,000

eserves:

. Community Preservation Fund Annual Reserve	$1,023,160
. Community Housing Reserve	$233,420
. Historic Resources Reserve	$0
. Open Space Reserve	$233,420.

Mr. Mark J. Gluesing, Chairman, addressed this roposal and asked for Town Meeting support on behalf of the ommunity Preservation Committee. He estimated that the ctober 2012 state Community Preservation distribution is stimated to be 22% for the Town of Needham.

Mr. Gary B. McNeill, member, Finance Committee, xplained that Community Preservation Fund receives monies rough a 2% surcharge on local real estate property tax bills. The inance Committee supports this article.

Mr. Daniel P. Matthews, Selectman, explained that this largely a housekeeping article. He requested approval on behalf f the Board of Selectmen.

Mr. Ronald W. Ruth suggested that it is appropriate for own Meeting to applaud the Community Preservation ommittee and the wonderful work that has been done on the ames Hugh Powers Hall.

CTION: The main motion was presented and carried by nanimous vote.

RTICLE 29 was adopted by unanimous consent on May 7, 012.

At 11:02 P.M. Mr. Gilbert W. Cox, Jr. moved that the Annual Town Meeting stand adjourned to Monday, May 14, 2012 at the James Hugh Powers Hall, Town Hall, after the completion of the Special Town Meeting called for 7:30 P.M. and it was so voted unanimously by voice vote.

Theodora K. Eaton, MMC
Town Clerk

A true copy
Attest:

* * * * * * * *

ADJOURNED ANNUAL TOWN MEETING
Monday May 14, 2012

Pursuant to adjournment of the Annual Town Meeting held May 9, 2012, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the James Hugh Powers Hall, Town Hall on Monday, May 14, 2012, at 7:30 P.M.

Check lists were used and 228 voters were checked on the list as being present, including 222 Town Meeting Members. 29 Town Meeting Members were absent.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

Unanimous consent was given to suspend the proceedings for the fourteenth Annual Richard Patten Melick Foundation awards. Mrs. Mary Supple, Vice President of the Richard Patton Melick Foundation, Inc., explained that Richard P. Melick was the former Moderator in the Town of Needham for 35 years and this foundation was established in 1997 to recognize extraordinary leaders in the Town of Needham. Mrs. Supple presented Town Meeting Members Patricia Buckley and Ron Sockol with a certificate of appreciation for twenty-five years of service to the community. Mrs. Supple then introduced Barry McDonough, a member of the Richard Patton Melick Foundation, Inc. Board of Directors and Town Meeting Member, who presented the first of this year's award to Jerry and Betty Anderson for all that they have contributed and all that they have meant to Needham over the years. Mrs. Supple presented the second award to Carol de Lemos for her extraordinary commitment to the Town of Needham.

Mr. Gerald A. Wasserman moved that the Annual Town Meeting stand adjourned until such time as the Special Town Meeting called for this evening at 7:30 P.M. is either adjourned or dissolved. It was so voted unanimously.

* * * * * * * *

RECORD OF SPECIAL TOWN MEETING
Monday, May 14, 2012

Pursuant to a Warrant issued by the Selectmen April 11, 2012 the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the James Hugh Powers Hall, Town Hall, on Monday, May 14, 2012, at 7:30 o'clock in the afternoon.

The checkers appointed by the Selectmen were sworn to the faithful performance of their duties by the Town Clerk.

Check lists were used and 228 voters, including 222 Town Meeting Members, were checked on the list as being present. 29 Town Meeting Members were absent.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Moderator reminded Town Meeting Members of the following amendment to the General By-Laws passed under Article 80 at the 1998 Annual Town Meeting: If two-thirds vote of the Town Meeting is required by statute, a count shall not be taken unless it is deemed necessary by the Moderator in the fulfillment of the duties of the office.

The Moderator announced that there are no articles in which the proponents no longer have an interest.

The Moderator announced that Articles 3, 10, 11, and 12 are subject to motions to amend or other motions from their proponents or for other reasons cannot be passed by unanimous consent.

As in the tradition of the Annual Town Meeting, the Moderator asked unanimous consent to omit the reading of the articles and to refer to them by number only. Any Town Meeting Member who wished to "question" or "debate" should so indicate when the number was called and those articles not so indicated would be adopted by unanimous consent. There was no objection and the Moderator declared this method to be adopted unanimously.

The Moderator then proceeded to call each article in the Warrant by number commencing with Article No. 1. No Town Meeting Members responded with "question" or "debate" to Articles 1, 2, 4, 6, 7, and 9. The Moderator then called each of the above-mentioned articles by number and no objection was heard to adoption by unanimous consent. It was so unanimously voted and the Town Clerk was requested to so record. As a resul thereof, said articles and the votes thereunder are as follows:

ARTICLE 1: FUND COLLECTIVE BARGAININ AGREEMENT – POLICE UNION

To see if the Town will vote to approve the funding of collective bargaining agreement between the Town and th Needham Police Union, and to appropriate a sum of money t defray the cost of salary and wages provided for under th agreement for fiscal year 2012; or take any other action relativ thereto.

Article Information: At the time of the printing of the warran the parties had not reached agreement on this contract.

MOVED: That the Town vote to approve the funding of collective bargaining agreement between the Town and th Needham Police Union, and to appropriate a sum of money t defray the cost of salary and wages provided for under th agreement for fiscal year 2012.

ACTION: So voted by unanimous consent.

ARTICLE 2: FUND COLLECTIVE BARGAININ AGREEMENT – POLICE SUPERIOR OFFICER ASSOCIATION

To see if the Town will vote to approve the funding of collective bargaining agreement between the Town and th Needham Police Superior Officers Association, and to appropria a sum of money to defray the cost of salary and wages provide for under the agreement for fiscal year 2012; or take any oth action relative thereto.

Article Information: At the time of the printing of the warran the parties had not reached agreement on this contract.

MOVED: That the Town vote to approve the funding of collective bargaining agreement between the Town and t Needham Police Superior Officers Association, and to appropria a sum of money to defray the cost of salary and wages provid for under the agreement for fiscal year 2012.

ACTION: So voted by unanimous consent.

ARTICLE 4: APPROPRIATE FOR PAYMENT OF UNPAID BILLS OF PRIOR YEARS

To see if the Town will vote to raise and/or transfer and appropriate a sum for the payment of unpaid bills of previous years, incurred by t departments, boards and officers of the Town of Needham, as follows, and that $4,346.04 be transferred from Overlay Surplus; or take a other action relative thereto.

Department	Vendor	Description	Fiscal Year	Amount
Department of Public Facilities	Allston Supply Company, Inc	Custodial Maintenance Supplies – Public Safety	FY2011	$ 199.16
Department of Public Facilities	Allston Supply Company, Inc	Custodial Maintenance Supplies – Public Schools	FY2011	$4,078.88
Department of Public Facilities	Allston Supply Company, Inc	Custodial Maintenance Supplies – Public Services	FY2011	$ 10.57

Department of Public Facilities	Allston Supply Company, Inc	Custodial Maintenance Supplies – Library	FY2011	$ 57.43
			Total	$4,346.04

Article Information: State law requires Town Meeting action in order for the Town to make payment for bills received after the close of the fiscal year or bills in excess of appropriation.

MOVED: That the Town vote to raise and/or transfer and appropriate a sum for the payment of unpaid bills of previous years, incurred by the departments, boards and officers of the Town of Needham, as follows, and that $4,346.04 be transferred from Overlay Surplus; or take any other action relative thereto.

Department	Vendor	Description	Fiscal Year	Amount
Department of Public Facilities	Allston Supply Company, Inc	Custodial Maintenance Supplies – Public Safety	FY2011	$ 199.16
Department of Public Facilities	Allston Supply Company, Inc	Custodial Maintenance Supplies – Public Schools	FY2011	$4,078.88
Department of Public Facilities	Allston Supply Company, Inc	Custodial Maintenance Supplies – Public Services	FY2011	$ 10.57
Department of Public Facilities	Allston Supply Company, Inc	Custodial Maintenance Supplies – Library	FY2011	$ 57.43
			Total	$4,346.04

ACTION: So voted by unanimous consent.

ARTICLE 6: AMEND ZONING BY-LAW—USES IN THE NEW ENGLAND BUSINESS CENTER DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law, Section 3.2.4, Uses in the New England Business Center District, Subsection 3.2.4.2 (e) by adding after the words "Indoor athletic or exercise facilities", the words "and/or outdoor pool(s) associated with such facilities."

or take any other action relative thereto.

Article Information: Indoor athletic or exercise facilities are allowed by special permit in the New England Business Center District (NEBC). This amendment would allow the addition of an outdoor pool or pools to be provided as an additional amenity to such facilities in the NEBC if approved by the special permit granting authority.

MOVED: That the Town vote to amend the Needham Zoning By-Law, Section 3.2.4, Uses in the New England Business Center District, Subsection 3.2.4.2 (e) by adding after the words "Indoor athletic or exercise facilities", the words "and/or outdoor pool(s) associated with such facilities."

ACTION: So voted by unanimous consent.

ARTICLE 7: CHANGE IN USE AND CONVEYANCE OF REAL PROPERTY

To see if the Town will vote to change the use of parcels of land between Great Plain Avenue, the Dedham Town line, the Charles River, and Route I-95 from highway purposes and water supply purposes to conservation and recreation purposes, and to authorize the Board of Selectmen to convey same to the Commonwealth of Massachusetts for conservation and recreation purposes; or take any other action relative thereto.

Article Information: MassDOT has requested that the Town of Needham convey approximately 5 acres of property held for roadway and water supply purposes by the Town of Needham to the Division of Conservation and Recreation. This action will permanently preserve the property, which abuts the Charles River, and can be used by MassDOT as part of its mitigation requirements imposed by the Federal government for work performed as part of the Route 128 transportation Improvement ("Add-a-Lane") project. The Town will retain an easement for access to its utilities in the area.

MOVED: That the Town vote to change the use of parcels of land between Great Plain Avenue, the Dedham Town line, the Charles River, and Route I-95 from highway purposes and water supply purposes to conservation and recreation purposes, and to authorize the Board of Selectmen to convey same to the Commonwealth of Massachusetts for conservation and recreation purposes.

ACTION: So voted by unanimous consent.

ARTICLE 9: EXTINGUISH SEWER EASEMENT – NEHOIDEN STREET

To see if the Town will authorize the Board of Selectmen to abandon a sewer easement at 263 Nehoiden Street, in the town of Needham, being more fully described in a grant to the Town recorded at the Norfolk Registry of Deeds in Book 4818, page 462 and to accept the grant of a new sewer easement and sidewalk easement at 263 Nehoiden Street as shown on a plan entitled Grant of Easements Plan of Land, 263 Nehoiden Street, Needham, Mass.", dated January 2, 2012, scale 1" = 20', prepared

by Field Resources, Inc. which is on file at the Needham Engineering Department; or take any other action relative thereto.

Article Information: Town Meeting action is required to extinguish a sewer easement previously accepted by the Town. The developer of the 263 Nehoiden Street property requested permission to relocate the sewer line and to grant a new sewer easement in order to accommodate the construction of a new house on the parcel. Because the sewer line has been relocated, the existing sewer easement is no longer needed.

MOVED: That the Town authorize the Board of Selectmen to abandon a sewer easement at 263 Nehoiden Street, in the town of Needham, being more fully described in a grant to the Town recorded at the Norfolk Registry of Deeds in Book 4818, page 462 and to accept the grant of a new sewer easement and sidewalk easement at 263 Nehoiden Street as shown on a plan entitled

Grant of Easements Plan of Land, 263 Nehoiden Street, Needham, Mass.", dated January 2, 2012, scale 1" = 20', prepared by Field Resources, Inc. which is on file at the Needham Engineering Department.

ACTION: So voted by unanimous consent.

Discussion commenced under Article 3.

ARTICLE 3: AMEND THE FY2012 OPERATING BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2012 Operating Budget adopted under Article 25 of the May 2011 Annual Town Meeting and amended under Article 8 of the November 7, 2011 Special Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From:	Changing To:
3	Group Health Insurance & Benefits	$9,519,724	To be Determined
4	Retiree Insurance & Insurance Liability Fund	$3,906,275	To be Determined
23	Minuteman Assessment	$ 562,637	$592,989
10	Reserve Fund	$1,166,524	To be Determined
28B	Public Facilities Expenses	$4,666,935	To be Determined
28C	Public Facilities Capital	$0	To be Determined

or take any other action relative thereto.

MOVED: That the Town vote to amend and supersede certain parts of the fiscal year 2012 Operating Budget adopted under Article 25 of the May 2011 Annual Town Meeting and amended under Article 8 of the November 7, 2011 Special Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From:	Changing To:
3	Group Health Insurance & Benefits	$9,519,724	To be Determined
4	Retiree Insurance & Insurance Liability Fund	$3,906,275	To be Determined
23	Minuteman Assessment	$ 562,637	$592,989
10	Reserve Fund	$1,166,524	To be Determined
28B	Public Facilities Expenses	$4,666,935	To be Determined
28C	Public Facilities Capital	$0	To be Determined

A motion to amend was offered by Mr. Richard M. Reilly as follows: that the main motion under Article 3 be amended be deleting the following amounts and inserting in place thereof the following:

Line Item	Appropriation	Changing From:	Changing To:
3	Group Health Insurance & Benefits	$9,519,724	$9,019,724
4	Retiree Insurance & Insurance Liability Fund	$3,906,275	$4,406,275
10	Reserve Fund	$1,166,524	$1,136,172
28B	Public Facilities Expenses	$4,666,935	$4,576,935
28C	Public Facilities Capital	$0	$ 90,000

Mr. Richard M. Reilly, Vice Chairman, addressed this proposal on behalf of the Finance Committee. He noted that the Town has a one-time windfall with a $500,000 savings in Group Health Insurance & Benefits. However future fiscal years will need to address increased costs in Retiree Insurance & Insurance Liability Fund. He recommended adoption of the motion to amend and the main motion on behalf of the Finance Committee.

Mr. Matthew D. Borrelli, Selectman, advised that the Board of Selectmen unanimously recommend adoption of this article.

The motion to amend was presented and carried unanimously by voice vote.

ACTION : The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to amend and supersede certain parts of the fiscal year 2012 Operating Budget adopted under Article 25 of the May 2011 Annual Town Meeting and amended under Article 8 of the November 7, 2011 Special Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From:	Changing To:
[illegible]	Group Health Insurance & Benefits	$9,519,724	$9,019,724
[illegible]	Retiree Insurance & Insurance Liability Fund	$3,906,275	$4,406,275
23	Minuteman Assessment	$ 562,637	$592,989
0	Reserve Fund	$1,166,524	$1,136,172
28B	Public Facilities Expenses	$4,666,935	$4,576,935
28C	Public Facilities Capital	$0	$ 90,000

Article 4 was adopted by unanimous consent earlier this evening.

ARTICLE 5: AMEND ZONING BY-LAW - DESCRIPTION OF FLOOD PLAIN DISTRICTS AND FLOOD PLAIN DISTRICT REGULATIONS

To see if the Town will vote to amend the Needham Zoning By-Law, as follows:

(a) In Section 2.3, Description of Flood Plain Districts, by revising the first paragraph thereof so that the entire paragraph shall read as follows (new language underlined):

"The Floodplain District is herein established as an overlay district. The areas included in the Flood Plain Districts are defined as follows:"

(b) In Section 2.3, Description of Flood Plain Districts, Subsection 2.3.1, by adding a new paragraph 2.3.1 to read as follows:

"2.3.1 All special flood hazard areas within the Town of Needham designated as Zone A, AE, or AH on the Norfolk County Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of the Norfolk County FIRM that are wholly or partially within the Town of Needham are panel numbers 25021C0016E, 25021C0017E, 25021C0018E, 25021C0019E, 25021C0028E, 25021C0036E, 25021C0037E, 25021C0038E, and 25021C0039E dated July 17, 2012. The exact boundaries of the District may be defined by the 100-year base flood elevations shown on the FIRM and further defined by the Norfolk County Flood Insurance Study (FIS) report dated July 17, 2012. The FIRM and FIS report are incorporated herein by reference and are on file with the Town Clerk, Planning Board, Building Official, Conservation Commission and Engineering Department."

(c) In Section 2.3, Description of Flood Plain Districts, by renumber former paragraphs 2.3.1, 2.3.2, 2.3.3, 2.3.4, 2.3.5, 2.3.6, and 2.3.7 as paragraphs 2.3.2, 2.3.3, 2.3.4, 2.3.5, 2.3.6, 2.3.7 and 2.3.8 respectively.

(d) In Section 3.3, Uses in Flood Plain District, Subsection 3.3.3, Uses Requiring a Special Permit, by adding language to the first sentence of subparagraph (a) so that the entire subparagraph shall read as follows (new language underlined):

"(a) All new construction and substantial improvements (the cost of which exceeds 50 percent of the market value of the structure before the improvements) of residential structures which have the lowest floor, including basement or cellar, elevated to or above the flood plain elevation defined on the Norfolk County Flood Insurance Rate Maps (the 100-year flood plain elevation) and the Town of Needham Zoning Map. No new construction or substantial improvement shall be permitted unless it can be demonstrated by the applicant that the cumulative effect of the proposed development will not increase the water surface elevation of the 100-year flood.

(e) In Section 3.3, Uses in Flood Plain District, Subsection 3.3.3, Uses Requiring a Special Permit, by adding language to the first sentence of subparagraph (b) so that the entire subparagraph shall read as follows (new language underlined):

"(b) All new construction and substantial improvements (the cost of which exceeds 50 percent of the market value of the structure before the improvement) of non-residential structures which have the lowest floor, including basement or cellar, elevated to or above the flood plain elevation defined on the Norfolk County Flood Insurance Rate Maps (the 100-year flood elevation) and the Town of Needham Zoning Map or are flood proofed and watertight to the applicable flood elevation. In the case where watertight flood proofing is permitted, a registered professional engineer or architect shall certify to the Building Inspector that the methods used are adequate to withstand flood depth pressures and velocities impact and the uplift of forces and other factors associated with the 100-year flood. No new construction or substantial improvement shall be permitted unless it is demonstrated by the applicant that the cumulative effect of the proposed development will not increase the water surface elevation of the 100-year flood."

(f) In Section 3.3, Uses in Flood Plain District, Subsection 3.3.5, General Provisions Relating to Flood Plain District, by adding language to the first sentence of subparagraph (a) so that the entire subparagraph shall read as follows (new language underlined):

"(a) All development in the Flood Plain District, including structural and non-structural activities, whether permitted by right or by special permit shall be in compliance with Chapter 131, Section 40 of the Massachusetts General Laws and with the following: (i) Section of the Massachusetts State Building Code which addresses floodplain and coastal high hazard areas (currently 780 CMR); (ii) Wetlands Protection Regulations, Department of Environmental Protection (DEP) (currently 310 CMR 10.00); (iii) Inland Wetlands Restriction, DEP (currently 310 CMR 13.00); and (iv) Minimum Requirements for the Subsurface Disposal of Sanitary Sewage, DEP (currently 310 CMR 15, Title 5). Any

variances from the provisions and requirements of the above referenced state regulations may only be granted in accordance with the required variance procedures of these state regulations."

(g) In Section 3.3, Uses in Flood Plain District, Subsection 3.3.5, General Provisions Relating to Flood Plain District, by revising the first sentence of subparagraph (c) so that the entire subparagraph shall read as follows (new language underlined):

"(c) Base flood elevation data shall be provided for subdivision proposals or other developments of greater than 50 lots or 5 acres, within unnumbered A zones, as shown on the Norfolk County Flood Insurance Rate Map (FIRM) dated July 17, 2012."

(h) In Section 3.3, Uses in Flood Plain District, Subsection 3.3.5, General Provisions Relating to Flood Plain District, by revising the first sentence of subparagraph (d) so that the entire subparagraph shall read as follows (new language underlined):

"(d) Within areas designated Zone A, AH, and AE, along watercourses that have not had a regulatory floodway designated, as shown on the Norfolk County Flood Insurance Rate Map (FIRM), Floodway Map, and Flood Insurance Study, dated July 17, 2012, the best available Federal, State, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge."

(i) In Section 3.3, Uses in Flood Plain District, Subsection 3.3.5, General Provisions Relating to Flood Plain District, by adding a new subparagraph (e) to read as follows:

"(e) Within Zone AH on the FIRM, adequate drainage paths shall be provided around structures on slopes, to guide floodwaters around and away from proposed structures."

(j) In Section 3.3, Uses in Flood Plain District, Subsection 3.3.6, National Flood Insurance Program (NFIP) Requirements, by revising the first sentence of the first paragraph so that the entire paragraph shall read as follows (new language underlined):

"Reference is hereby made to the Norfolk County Flood Insurance Rate Map (FIRM) and Flood Insurance Study dated July 17, 2012 – both of which are on file in the office of the Town Clerk, Planning Board, Building Official, Conservation Commission and Engineering Department. In granting special permits authorized above under Subsections 3.3.3 and 3.3.4, the Board of Appeals shall, as appropriate, require the following as conditions of approval:"

(k) In Section 3.3, Uses in Flood Plain District, Subsection 3.3.6, National Flood Insurance Program (NFIP) Requirements, by revising the first sentence of subparagraph (c) so that the entire subparagraph shall read as follows (new language underlined):

"(c) Require that adjacent communities, the site coordination office and the NFIP State Coordinator at the Massachusetts Department of Conservation and Recreation be notified prior to any alteration or relocation of a water course, and that a copy of such notification be submitted to the Federal Emergency Management Agency (FEMA) Administrator."

or take any other action relative thereto.

Article Information: This article amends the flood plain district to reference the new FEMA Flood Insurance Rate Maps for Norfolk County which become effective July 17, 2012. Additionally, the article updates Code of Massachusetts ("CMR") regulatory references and notification requirements as they pertain to projects altering or relocating a watercourse. In order for residents of a community to be eligible to receive flood insurance, the community must agree to abide by the National Flood Insurance Program's minimum requirements for flood plain management. These modifications have been prepared to ensure compliance with the requirements of that program. Failure to adopt these revisions will result in Needham's suspension from the National Flood Insurance Program.

MOVED: That the Town vote to amend the Needham Zoning By-Law, as follows:

(a) In Section 2.3, Description of Flood Plain Districts, by revising the first paragraph thereof so that the entire paragraph shall read as follows (new language underlined):

"The Floodplain District is herein established as an overlay district. The areas included in the Flood Plain Districts are defined as follows:"

(b) In Section 2.3, Description of Flood Plain Districts, Subsection 2.3.1, by adding a new paragraph 2.3.1 to read as follows:

"2.3.1 All special flood hazard areas within the Town of Needham designated as Zone A, AE, or AH on the Norfolk County Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of the Norfolk County FIRM that are wholly or partially within the Town of Needham are panel numbers 25021C0016E, 25021C0017E, 25021C0018E, 25021C0019E, 25021C0028E, 25021C0036E, 25021C0037E, 25021C0038E, and 25021C0039E dated July 17, 2012. The exact boundaries of the District may be defined by the 100-year base flood elevations shown on the FIRM and further defined by the Norfolk County Flood Insurance Study (FIS) report dated July 17, 2012. The FIRM and FIS report are incorporated herein by reference and are on file with the Town Clerk, Planning Board, Building Official, Conservation Commission and Engineering Department."

(c) In Section 2.3, Description of Flood Plain Districts, by renumber former paragraphs 2.3.1, 2.3.2, 2.3.3, 2.3.4, 2.3.5, 2.3.6, and 2.3.7 as paragraphs 2.3.2, 2.3.3, 2.3.4, 2.3.5, 2.3.6, 2.3.7 and 2.3.8 respectively.

(d) In Section 3.3, Uses in Flood Plain District, Subsection 3.3.3, Uses Requiring a Special Permit, by adding language to the first sentence of subparagraph (a) so that the entire subparagraph shall read as follows (new language underlined):

"(a) All new construction and substantial improvements (the cost of which exceeds 50 percent of the market value of the structure before the improvements) of residential structures

which have the lowest floor, including basement or cellar, elevated to or above the flood plain elevation defined on the Norfolk County Flood Insurance Rate Maps (the 100-year flood plain elevation) and the Town of Needham Zoning Map. No new construction or substantial improvement shall be permitted unless it can be demonstrated by the applicant that the cumulative effect of the proposed development will not increase the water surface elevation of the 100-year flood.

e) In Section 3.3, Uses in Flood Plain District, Subsection 3.3.3, Uses Requiring a Special Permit, by adding language to the first sentence of subparagraph (b) so that the entire subparagraph shall read as follows (new language underlined):

"(b) All new construction and substantial improvements (the cost of which exceeds 50 percent of the market value of the structure before the improvement) of non-residential structures which have the lowest floor, including basement or cellar, elevated to or above the flood plain elevation defined on the Norfolk County Flood Insurance Rate Maps (the 100-year flood elevation) and the Town of Needham Zoning Map or are flood proofed and watertight to the applicable flood elevation. In the case where watertight flood proofing is permitted, a registered professional engineer or architect shall certify to the Building Inspector that the methods used are adequate to withstand flood depth pressures and velocities impact and the uplift of forces and other factors associated with the 100-year flood. No new construction or substantial improvement shall be permitted unless it is demonstrated by the applicant that the cumulative effect of the proposed development will not increase the water surface elevation of the 100-year flood."

f) In Section 3.3, Uses in Flood Plain District, Subsection 3.3.5, General Provisions Relating to Flood Plain District, by adding language to the first sentence of subparagraph (a) so that the entire subparagraph shall read as follows (new language underlined):

"(a) All development in the Flood Plain District, including structural and non-structural activities, whether permitted by right or by special permit shall be in compliance with Chapter 131, Section 40 of the Massachusetts General Laws and with the following: (i) Section of the Massachusetts State Building Code which addresses floodplain and coastal high hazard areas (currently 780 CMR); (ii) Wetlands Protection Regulations, Department of Environmental Protection (DEP) (currently 310 CMR 10.00); (iii) Inland Wetlands Restriction, DEP (currently 310 CMR 13.00); and (iv) Minimum Requirements for the Subsurface Disposal of Sanitary Sewage, DEP (currently 310 CMR 15, Title 5). Any variances from the provisions and requirements of the above referenced state regulations may only be granted in accordance with the required variance procedures of these state regulations."

g) In Section 3.3, Uses in Flood Plain District, Subsection 3.3.5, General Provisions Relating to Flood Plain District, by revising the first sentence of subparagraph (c) so that the entire subparagraph shall read as follows (new language underlined):

"(c) Base flood elevation data shall be provided for subdivision proposals or other developments of greater than 50 lots or 5 acres, within unnumbered A zones, as shown on the Norfolk County Flood Insurance Rate Map (FIRM) dated July 17, 2012."

(h) In Section 3.3, Uses in Flood Plain District, Subsection 3.3.5, General Provisions Relating to Flood Plain District, by revising the first sentence of subparagraph (d) so that the entire subparagraph shall read as follows (new language underlined):

"(d) Within areas designated Zone A, AH, and AE, along watercourses that have not had a regulatory floodway designated, as shown on the Norfolk County Flood Insurance Rate Map (FIRM), Floodway Map, and Flood Insurance Study, dated July 17, 2012, the best available Federal, State, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge."

(i) In Section 3.3, Uses in Flood Plain District, Subsection 3.3.5, General Provisions Relating to Flood Plain District, by adding a new subparagraph (e) to read as follows:

"(e) Within Zone AH on the FIRM, adequate drainage paths shall be provided around structures on slopes, to guide floodwaters around and away from proposed structures."

(j) In Section 3.3, Uses in Flood Plain District, Subsection 3.3.6, National Flood Insurance Program (NFIP) Requirements, by revising the first sentence of the first paragraph so that the entire paragraph shall read as follows (new language underlined):

"Reference is hereby made to the Norfolk County Flood Insurance Rate Map (FIRM) and Flood Insurance Study dated July 17, 2012 – both of which are on file in the office of the Town Clerk, Planning Board, Building Official, Conservation Commission and Engineering Department. In granting special permits authorized above under Subsections 3.3.3 and 3.3.4, the Board of Appeals shall, as appropriate, require the following as conditions of approval:"

(k) In Section 3.3, Uses in Flood Plain District, Subsection 3.3.6, National Flood Insurance Program (NFIP) Requirements, by revising the first sentence of subparagraph (c) so that the entire subparagraph shall read as follows (new language underlined):

"(c) Require that adjacent communities, the site coordination office and the NFIP State Coordinator at the Massachusetts Department of Conservation and Recreation be notified prior to any alteration or relocation of a water course, and that a copy of such notification be submitted to the Federal Emergency Management Agency (FEMA) Administrator."

Mr. Bruce T. Eisenhut, Chairmen, addressed this proposal on behalf of the Planning Board. He indicated that this article amends the flood plain districts to reference the new FEMA Flood Insurance Rate Maps for Norfolk County. The Planning Board unanimously recommends adoption of this article.

Mr. Matthew D. Borrelli, Selectman, advised that the Board of Selectmen unanimously recommend adoption of this proposal.

Mr. John P. Connelly, member, recommended adoption on behalf of the Finance Committee.

Mr. Borrelli advised that the Board of Selectmen would take Susan Abbot's suggestion regarding the need to educate residents on this subject matter under advisement. Mr. Eisenhut suggested a great website – www.floodsmart.gov.

ACTION: The main motion was presented and carried unanimously by voice vote..

Article 6 was adopted by unanimous consent earlier this evening.

Article 7 was adopted by unanimous consent earlier this evening.

ARTICLE 8: APPROPRIATE FOR PROPERTY ACQUISITION

To see if the Town will vote to raise and/or transfer and appropriate the sum of $1,175,000 for the acquisition of real property known as 59 Lincoln Street and 89 School Street, and associated improvements thereto, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

Article Information: The acquisition of 59 Lincoln Street and 89 School Street would allow for the future expansion of the Police and Fire Station which is immediately adjacent to the two properties. The parcels will be immediately available to satisfy the existing lack of parking at the two stations.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $1,175,000 for the acquisition of real property known as 59 Lincoln Street and 89 School Street, and associated improvements thereto, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7.

Mr. Gerald A. Wasserman, Chairman, addressed this proposal on behalf of the Board of Selectmen. He advised that the acquisition of these two properties will allow expansion of the Police and Fire Stations as well as needed parking. This is solid planning for the Town's future. The Board of Selectmen unanimously supports this article.

Mr. Steven Rosenstock, member, addressed this proposal on behalf of the Finance Committee. He indicated that the Finance Committee looked at three prospective. Is there a need? Is the price appropriate? Is the method of acquisition appropriate? The Finance was satisfied with the responses and recommend adoption of this proposal.

In response to an inquiry from Mrs. Sheila G. Pransky, Mr. Gerald A. Wasserman, Chairman, Board of Selectmen, advised the there is funding in the capital plan for a feasibility study.

Mr. Wasserman also assured Town Meeting member Edward J. Doherty that the properties would have to go through the design process and there is a 10% green requirement. Susan W. Abbott expressed interest in the green requirement. She also expressed concern with the system of collecting water, particularly if the properties were covered with asphalt. Mr. Wasserman indicated that there will be public hearings to address these concerns.

In response to an inquiry from Mr. Robert Scott Ticktin, Town Manager Kate Fitzpatrick indicated that the $125,000 for improvements includes catch basins, paving, lighting, etc.

In response to an inquiry from Kurt M. Mullen, Mr. Wasserman stated that municipal use is permitted in all zoning areas.

In response to an inquiry from Mr. Paul F. Denver, Mr. Wasserman noted that there are no current plans for a parking garage.

In response to an inquiry from Mrs. Louise L. Miller, Kate Fitzpatrick, Town Manager, advised that the parking spaces on these two properties will be for town employee parking.

In response to an inquiry from Mr. William G. Doyle, Mr. Wasserman advised that if we had to have the plan for the Police and Fire building expansion first, the property wouldn't be available.

After a lengthy discussion, a motion to move the previous question was offered by Mr. Aaron M. Pressman. The motion was presented and carried unanimously by voice vote.

ACTION: The main motion was presented and carried by the required two-thirds vote declared by the Moderator

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Article 9 was adopted by unanimous consent earlier this evening.

ARTICLE 10: APPROPRIATE FOR WORKERS COMPENSATION RESERVE FUND

To see if the Town will vote to raise and/or transfer and appropriate a sum to the Workers Compensation Reserve Fund said sum to be raised from the tax levy; or take any other action relative thereto.

Article Information: The purpose of this request is to replenish the Workers' Compensation Fund which is the Town's reserve fund for paying workers' compensation claims of a prior year and for lump sum settlements up to the limit of the Town's reinsurance limit (for both School and General Government employees). Typically, the source of funds for this account is any remaining balance in the workers compensation line item contained in the employee benefits and assessments budget. Due to increases in salaries and expenses over the past decade, and the resolution of several long-standing cases, the fund balance has been declining. The target balance for the fund is $1,000,000.

MOVED: That the Town vote to raise and/or transfer and appropriate a sum to the Workers Compensation Reserve Fund said sum to be raised from the tax levy.

The following motion to amend was offered by Mr. Daniel P. Matthews: that the main motion under Article 10 b

mended by deleting the words "a sum" and inserting in place ereof the sum "$200,000" and by deleting words "raised from e tax levy" and inserting in place thereof the words "transferred om Line 10 of Article 25 of the 2011 Annual Town Meeting.

Mr. Daniel P. Matthews, Selectman, addressed this roposal on behalf of the Board of Selectmen. He indicated that is article is basically a reserve and it can vary from year to year. he average amount in the fund has been declining. With the extra ee cash this is an opportunity to transfer $200,000 to this fund hich will allow the town to get closer to its target value of 1,000,000.

Mr. Richard A. Zimbone, member, recommended doption on behalf of the Finance Committee.

Mr. Ronald W. Ruth expressed concern that Town leeting is approving monies for several specialty funds, but othing is being appropriated to the Stabilization Fund. The tabilization Fund is our rainy day fund and the other funds are pecialty funds earmarked for specific projects.. Mr. Ruth uggested that there is an important difference between specialty unds and stabilization funds.

The motion to amend was presented and carried nanimously by voice vote.

CTION: The main motion, as amended, was presented and arried unanimously by voice voice.

OTED: That the Town vote to raise and/or transfer and ppropriate $200,000 to the Workers Compensation Reserve Fund, aid sum to be transferred from Line 10 of Article 25 of the 2011 nnual Town Meeting

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RTICLE 11: APPROPRIATE TO CAPITAL MPROVEMENT FUND

To see if the Town will vote to raise, and/or transfer and ppropriate a sum to the Capital Improvement Fund, as provided nder M.G.L., Ch. 40, Sec. 5B as recently amended by Section 14 f Chapter 46 of the Acts of 2003 and Section 19 of Chapter 140 f the Acts of 2003, said sum to be raised from the tax levy; or ake any other action relative thereto.

rticle Information: Under Article 58 of the May 2004 Annual own Meeting, the Town voted to establish the General Fund ash Capital Equipment and Facility Improvement Fund for the urpose of setting aside funds for future capital investment. Over ime, as the fund grows and is supported, it will be one of the tools n the overall financial plan of the Town. Maintaining and upporting such funds is looked upon favorably by the credit ating industry.

MOVED: That the Town vote to raise, and/or transfer and ppropriate a sum to the Capital Improvement Fund, as provided nder M.G.L., Ch. 40, Sec. 5B as recently amended by Section 14 f Chapter 46 of the Acts of 2003 and Section 19 of Chapter 140 f the Acts of 2003, said sum to be raised from the tax levy.

The following motion to amend was offered by Mr. Matthew D. Borrelli: that the main motion under Article 11 be mended by deleting the words "a sum" and inserting in place hereof the sum "$35,000" and by deleting words "raised from the ax levy" and inserting in place thereof the words "transferred rom Line 10 of Article 25 of the 2011 Annual Town Meeting."

Mr. Matthew D. Borrelli, Selectman, addressed this proposal on behalf of the Board of Selectmen. He noted that this article sets aside funds for future capital projects.

Mr. Richard M. Reilly, Chairman, stated that this is a prudent use of funds and recommended adoption on behalf of the Finance Committee.

In response to several inquiries from Holly Anne Clark and Adelaide C Young, Mr. Borrelli indicated that Town Meeting would have to approve the expenditure of these funds. Once these funds are allocated, there are restrictions on its use.

In response to an inquiry from Mr. Mark J. Gluesing, Mr. Borrelli indicated that the article in the Special Town Meeting is for the Fiscal Year 2012 and the same article in the Annual Town Meeting is for Fiscal Year 2013.

The motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise, and/or transfer and appropriate $35,000 to the Capital Improvement Fund, as provided under M.G.L., Ch. 40, Sec. 5B as recently amended by Section 14 of Chapter 46 of the Acts of 2003 and Section 19 of Chapter 140 of the Acts of 2003, said sum to be transferred from Line 10 of Article 25 of the 2011 Annual Town Meeting.

ARTICLE 12: APPROPRIATE FOR CAPITAL FACILITY FUND

To see if the Town will vote to raise and/or transfer and appropriate a sum to the Capital Facility Fund as provided under the provisions of M.G.L. Chapter 40, Section 5B as amended by Section 14 of Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003, said sum to be raised from the Tax Levy; or take any other action relative thereto.

Article Information: Established at the 2007 Annual Town meeting, this fund is intended to be part of the Town's planning strategy for addressing capital facility maintenance needs by providing a reserve to address extraordinary building repairs and related expenses at times when other resources are unavailable. The purpose of this fund is to allow the Town, from time to time, by appropriation, to reserve funds for design, maintenance, renovation or reconstruction relating to the structural integrity, building envelope or MEP (mechanical, electrical, plumbing) systems of then existing capital facilities.

MOVED: That the Town vote to raise and/or transfer and appropriate a sum to the Capital Facility Fund as provided under the provisions of M.G.L. Chapter 40, Section 5B as amended by Section 14 of Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003, said sum to be raised from the Tax Levy.

The following motion to amend was offered by Mr. Matthew D. Borrelli: that the main motion under Article 12 be amended by deleting the words "a sum" and inserting in place thereof the sum "$415,000" and by deleting words "raised from

the tax levy" and inserting in place thereof the words "transferred from Line 10 of Article 25 of the 2011 Annual Town Meeting.

Mr. Matthew D. Borrelli, Selectman, addressed this proposal on behalf of the Board of Selectmen. He explained that the purpose of this article is to allow the Town to reserve funds for addressing capital facility maintenance needs. He noted that the Board of Selectmen unanimously supports this article.

Mr. Richard M. Reilly, Chairman, Finance Committee, explained that this article is an emergency funding vehicle for extraordinary building repairs and related expenses.

After a brief discussion, the motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and/or transfer and appropriate $415,000 to the Capital Facility Fund as provided under the provisions of M.G.L. Chapter 40, Section 5B as amended by Section 14 of Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003, said sum to be transferred from Line 10 of Article 25 of the 2011 Annual Town Meeting.

At 9:20 P.M. Mr. Gerald A. Wasserman on behalf of the Board of Selectmen moved to dissolve the Special Town Meeting with the following Resolutions:

THE FOLLOWING RESOLUTION

Was offered

In memory of Albert Mills

WHEREAS: Albert Mills was born in Brookline and raised in Wellesley Massachusetts. As a child he was nicknamed "Mike" because of his resemblance to Mike Mulligan from the children's book "Mike Mulligan and His Steam Shovel;" and

WHEREAS: Albert Mills graduated from Wellesley High School and then from Boston University with a degree in a business management. He married Elizabeth "Betty" McCurdy, another Wellesley High School graduate. Although they were both Wellesley residents, Albert and Betty settled in Needham to raise their daughter Karen; and

WHEREAS: In his post-college years, "Mike" became known as "Al" to his business colleagues. He worked for many years as Assistant Manager of Morse Shoe Distribution in Canton, and later ran his own business, General Business Services, from his home in Needham. Al was a member of the Needham Business Association during that time; and

WHEREAS: An avid sports fan, Al was loyal to the New York Giants throughout his life. He participated as a Friend of BU Hockey, and followed Duke Basketball and the New York Yankees. He was a member of the Needham Retired Men's Club and the Meridian Lodge, AF & AM in Natick; and

WHEREAS: Albert Mills served as a Town Meeting Member from 1989 to 2004;

NOW THEREFORE, be it resolved by this body that the May 14, 2012 Special Town Meeting be dissolved in honor of the civic and community contributions of Albert Mills to the Town of Needham.

THE FOLLOWING RESOLUTION

Was offered

In memory of Norman Homsy

WHEREAS: Norman Homsy was born in Boston, Massachusetts. He enlisted in the Army at the age of 18 and served his country during the Second World War. After his discharge from the Army, he attended Northeastern University and then Harvard University; and

WHEREAS: An avid golfer, Norman Homsy met Sondra Gunberg on a blind date at Woodland Golf Club. They married in 1956 and settled in Needham where together they raised their two daughters Kristen and Charis; and

WHEREAS: Norman Homsy was an architect by profession working at the firm of Brown and Brown in Boston for many years before branching out on his own. While he was self-employed, Norman worked on many projects of significance to Needham including the Rosemary Lake Bathhouse and the Memorial Park Gazebo, as well as many residential renovations; and

WHEREAS: A consummate planner by avocation, Norman Homsy was a long-time member of the Planning Board, serving from 1961 through 1991. He was a member of the Historical Commission from 1979 to 2007, and served as a Town Meeting Member in 1986 and 1987;

NOW THEREFORE, be it resolved by this body that the May 14, 2012 Special Town Meeting be dissolved in honor of the civic and community contributions of Norman Homsy to the Town of Needham.

ACTION: The Resolutions were presented and carried unanimously by voice vote.

At 9:20 P.M. a motion to dissolve this Special Town Meeting was offered by Mr. Gerald A. Wasserman. The motion was presented and so voted by unanimous vote.

* * * * * * * *

Theodora K. Eaton, MMC
Town Clerk

true copy
TTEST:

The Moderator called the Annual Town Meeting back to session at 9:20 P.M., declared a quorum to be present, and quested the Town Clerk to so record. Discussion commenced nder Article 23 that was postponed to a time certain, mainly upon e dissolution of the Special Town Meeting called for Monday, ay 14, 2012 at 7:30 P,.M..

RTICLE 23: CITIZENS' PETITION – CITIZENS NITED RESOLUTION

To see if the Town will vote the following resolution;

hereas, the expenditure of excessive and unlimited money in the olitical realm is a threat to our local self determination, our local d from both the state and federal government, our local economy nd is an obstruction to our individual, free, and fair participation our electoral and governing processes and

hereas, the U.S. Supreme Court 5:4 ruling on January 21, 2010 Citizens United v. Federal Election Commission rolled back maining legal limits on corporate spending in the electoral rocess, allowing unlimited corporate spending to influence ections, candidate selection, and policy decisions, and thereby rowning out the voice of "We the People" and threatening tizens constitutional right of self-governance.

ow, therefore, let it be resolved that this Town Meeting calls pon the Massachusetts congressional delegation to support an nendment to the US Constitution that would overturn the upreme Court decision in this matter.

e it further resolved that this Town Meeting calls upon our State egislature to seek the support of our federal delegation for the nendment and to support the amendment if Congress sends it to e states for ratification.

rticle Information: This article, submitted by citizens' petition, eks a Town Meeting resolution calling upon Needham's presentatives in Congress and in the State Legislature to pport an amendment to the United States Constitution. Such an nendment would overturn the U.S. Supreme Court's decision in e case of Citizens United v. Federal Election Commission. In e Citizens United case, the Supreme Court determined as nconstitutional provisions of a Federal law prohibiting orporations and unions from using their general treasury funds advocate for the election or defeat of a specific candidate. The ecision is seen as a departure from prior legislation and recedent supporting Congressional authority to treat orporations and unions differently than individuals with respect election financing. The proposed constitutional amendment ould restore the power of Congress in this area. A link to the upreme Court's decision is available at ww.needhamma.gov/townmeeting.

IOVED: That the Town vote the following resolution;

hereas, the expenditure of excessive and unlimited money in the olitical realm is a threat to our local self determination, our local aid from both the state and federal government, our local economy and is an obstruction to our individual, free, and fair participation in our electoral and governing processes and

Whereas, the U.S. Supreme Court 5:4 ruling on January 21, 2010 in Citizens United v. Federal Election Commission rolled back remaining legal limits on corporate spending in the electoral process, allowing unlimited corporate spending to influence elections, candidate selection, and policy decisions, and thereby drowning out the voice of "We the People" and threatening citizens constitutional right of self-governance.

Now, therefore, let it be resolved that this Town Meeting calls upon the Massachusetts congressional delegation to support an amendment to the US Constitution that would overturn the Supreme Court decision in this matter.

Be it further resolved that this Town Meeting calls upon our State Legislature to seek the support of our federal delegation for the amendment and to support the amendment if Congress sends it to the states for ratification.

The Moderator announced that the petitioners had a substitute main motion to present to Town Meeting. The Moderator noted that he would present the main motion again this evening and if the main motion failed to pass, the substitute main motion would be placed on the floor.

The main motion was presented, but it failed to pass by voice vote.

The substitute main motion was offered by Mrs. Stacie M. Shapiro.

MOVED: **To see if the Town will vote the following resolution or take any other action relative thereto:**

Whereas, the expenditure of unlimited corporate and union general treasury funds to influence elections threatens to overwhelm our individual voices in our electoral and governing processes, and

Whereas, the U.S. Supreme Court 5:4 ruling on January 21, 2010 in Citizens United v. Federal Election Commission took away the long-standing power of Congress to place limits on corporate and union spending to influence elections, and

Whereas the Court's decision in Citizens United applies to state and local elections, as well as to federal elections and so makes real the threat that corporate and union expenditures will dominate state and local elections,

Now, therefore, let it be resolved that this Town Meeting calls upon the Massachusetts delegation to the US Congress to support an amendment to the US Constitution which would overturn the Supreme Court decision in Citizens United, and.

Be it further resolved that this Town Meeting calls upon our State Legislature to seek the support of the US Congress for an amendment to the US Constitution which would overturn the Supreme Court decision in Citizens' United.

Mr. Robert T. Smart, Jr. addressed this citizen's petition entitled Citizens United Resolution. This resolution addresses the Supreme Court's ruling, in the 2010 case of Citizens United v.

Federal Election Commission, by a vote of 5 – 2, that it was unconstitutional to limit how much money corporations could spend to influence elections – supporting a candidate or issue through television ads and other legal means. A proposed constitutional amendment would reverse that decision by clarifying that the First Amendment is not meant to protect the freedom of speech of for-profit corporations. Mr Smart advised that this ruling took away the power of Congress to place limits on corporate and union spending. Town Meeting is the best form available for citizens to voice opinions. This resolution seeks to return to Congress reasonable limits on election funding.

Karen N. Price advised that former Town Meeting Member James Hugh Powers fully supports the article. Town Meeting can send a message. If this resolution is passed tonight, we will notify our State Legislators.

Mr. Gerald A. Wasserman, Chairman, advised that the Board of Selectmen by majority vote supports this article. This is a State and Needham issue. This resolution sends a message that we are concerned. He stated that 47 cities and towns in Massachusetts have passed similar resolutions.

Mr. John E. Comando rose in opposition to this resolution for two reasons. He suggested that national issues do not have a place at Town Meeting plus we really do not know what we are voting on. This is a radical measure. The McGovern amendment would further squash free speech. Let's preserve our Town Meeting.

Mrs. Lois F. Sockol spoke in favor of this resolution. The Citizens United action must be reversed. This article is talking about unlimited spending which equals unlimited power. She urged Town Meeting to support this article.

Mr. Artie R. Crocker suggested that this is the right forum for the resolution. We need faith in Washington and it begins at the local level with one person, one town, and one state at a time. He urged support of this resolution.

Mr. Arthur Walitt spoke in opposition to this resolution. He suggested that there are several "myths" about the impact of the Citizens United decision and that corporate influence on individual campaigns just doesn't happen as opponents have stated. We know very little about this issue and need to learn more in order to make an intelligent decision.

Ms. Harmony Wu rose to call upon our State Representative Denise C. Garlick to address this resolution. She further noted that U. S. Congressman Stephen spoke against the Citizens United decision indicating it was one of the worst court decisions.

State Representative Denise C. Garlick suggested that this is a very appropriate forum for this discussion.

After a lengthy discussion, a motion to move the previous question was offered by Mrs. Katy M. Dirks. The motion was presented and carried by the required two-thirds vote as declared by the Moderator.

ACTION: The main motion was presented and carried by majority vote on a voice vote declared by the Moderator.

At 10:45 P.M. Mr. Gilbert W. Cox, Jr. moved that the Annual Town Meeting stand adjourned to Wednesday May 16, 2012 at 7:30 P.M. at the James Hugh Powers Great Hall, Town Hall, and it was so voted by voice vote.

Theodora K. Eaton, MMC
Town Clerk

A true copy
Attest:

* * * * *

ADJOURNED ANNUAL TOWN MEETING

Wednesday, May 16, 2012

Pursuant to adjournment of the Annual Town Meetin held May 14, 2012, the Inhabitants of the Town of Needhan qualified to vote in Town Affairs met in the James Hugh Power Hall, Town Hall, on Wednesday May 16, 2012, at 7:30 P.M.

Check lists were used and 200 voters, including 19 Town Meeting Members, were checked on the list as bein present. 53 Town Meeting Members were absent.

The Moderator made the following announcemen Norfolk District Attorney Michael W. Morrissey is pleased t announce that on Tuesday, May 22, 2012, at his Senior Summi Mr. James Hugh Powers will be honored for his many years c service as a Veteran and in his many roles to the Commonwealt and our community. Mr. Powers will lead the 300 seniors i attendance in the Pledge of Allegiance at the outset of th program.

The Moderator called for a moment of silence as w begin tonight's session

The Moderator declared a quorum to be present ar requested the Town Clerk to so record.

At this time discussion commenced under Article 30.

ARTICLE 30: APPROPRIATE FOR GENERAL FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate a sum for General Fund Cash Capital, to be spent under t direction of the Town Manager and raised from the tax levy; or take any other action relative thereto:

General Fund	Description	Recommended	Amendment
Community Services	Athletic Facility Improvements	$ 207,500	
Community Services	DeFazio Fields Resodding	$ 90,000	
Community Services	Rosemary Camp Trail Improvement	$ 50,000	
General Government	Desktop Virtualization	$ 130,000	
General Government	Network Hardware, Servers & Switches	$ 30,000	
Public Facilities	Core Fleet	$ 50,318	
Public Facilities	Energy Efficiency Upgrades	$ 34,815	
Public Facilities	Facilities Maintenance Program	$ 450,000	
Public Safety	Structural Fire Fighting Gear	$ 40,000	
Public Safety	Deputy Chief of Operations Vehicle	$ 35,000	
Public Schools	Technology & Equipment	$ 828,000	
Public Schools	School Administration Building Study	$ 30,000	
Public Works	Core Fleet	$ 315,000	
Public Works	Snow & Ice Equipment	$ 171,000	
Public Works	Large Specialty Equipment	$ 271,500	
Public Works	Small Specialty Equipment	$ 41,000	
	Total Appropriation	$ 2,774,133	

rticle Information:

thletic Facility Improvements *The Department of Public Works and Park and Recreation Departments have developed a maintenance plan or all fields, which includes new or total reconstruction, partial renovation, irrigation, drainage improvements, and equipment replacement or epair (bleachers, fences/backstops, player benches and miscellaneous equipment) for multi-use fields and ball diamonds. Projects planned for iscal year 2013 include new fabric and repairs on both backstops and fencing at Claxton Field, installation of an irrigation system for Greene's Field, installation of bleachers and a bleacher pad for Claxton Diamond #2, installation of an irrigation system for Claxton Field, nd installation of an irrigation system for the Pollard School multi-purpose field.*

eFazio Field Re-Sodding *This capital request is for field improvements at the DeFazio Complex. The Healy and Warner fields were eeded twice during the Fields of Dreams project. After two seeding applications, the grass still did not fill in. As a result, the fields have aken almost entirely to weeds (large and smooth crabgrass and white clover). The best option to ensure safety and playability is to sod the ields with Kentucky Bluegrass, similar to what was done on the other two fields at DeFazio – Conroy and McLeod.*

osemary Trail Improvement Design *The trail system that begins in the parking lot at Rosemary Pool and extends through the camp roperty and over to Nehoiden Street is used on a daily basis by residents. The beginning section is in the most urgent need for restoration; owever, there are other areas of concern, particularly along the steep stretch adjacent to the lake. A portion of this project will be completed y volunteers, and only the larger portions requiring construction will need to be performed by a contractor. This appropriation would fund he design and permitting phase of the project. It is anticipated that the construction portion will be in the $100,000 range.*

esktop Virtualization *This request is for virtualizing approximately 100 employee workstations by adding additional licenses and ardware. Licensing would also be purchased to enable certain users to access their workstations remotely. All of the applications used by mployees (e.g. Microsoft Office, Adobe Acrobat, Internet Explorer, etc.) are stored on servers controlled by the Information Technology Center (ITC). Any specific application is then served to the employee's desktop through the network. Because the applications are bundled in ne location, the ITC Network Manager can more efficiently and productively roll-out upgrades, allowing for consistent versions of software. irtualization will help make existing staff more productive and help to support the growing demands of the current workforce. Workstation upport is more streamlined because issues with applications served out to the workstations are managed in the ITC, and only serious ardware issues will need to be addressed at the employee workstation. The hardware that is used by employees at their desks can be replaced t a lower cost than current workstation hardware.*

etwork Servers And Switches *The request is to replace older servers, application and data, with newer, faster, and more energy-efficient odels. This can also include the replacement of the spam filter, virus firewall, and Internet filtering. The request includes funding for the eplacement of older network switches to connect buildings, departments, and workstations throughout the Town. Newer models of both ervers and switches will be better able to take advantage of the Town fiber and increase the speed of data within the Town's fiber network. ot replacing or updating this equipment can have a negative impact on email, financial applications, internet access, and data accessibility.*

Public Facilities Core Fleet *The Core fleet consists of passenger vehicles such as sedans and wagons, vans, pick-up trucks, small dump trucks, and utility trucks. Unless circumstances require otherwise, the vehicle scheduled to be replaced in FY2013 is a 2001 Ford F-450 Rack Body Truck that is primarily used for grounds keeping services, trash runs, moving School and Town property (e.g. setting up the stage for the High School graduation).*

Unit	Division	Year	Description	Miles	Cost
703	PFD	2001	Ford F-450/Grounds Rack Body Truck	50,952	$50,318

Public Facilities Energy Efficiency Upgrade Improvements *The results of a recent energy efficiency upgrade study indicate that if the Town makes an initial investment for energy upgrades in the ten buildings identified in the study, the cost of these upgrades will be recovered through energy savings within five years. Projects proposed for FY2013 include replacing the exterior lighting at Hillside School. The lighting consists of high intensity discharge lamps and will be replaced with induction lighting. Similar work will be performed at the Mitchell School, along with improved insulation levels in the attic.*

Public Facilities Maintenance Program *This project funds annual maintenance of Town and School public buildings including but not limited to: asbestos abatement, small equipment replacement, duct cleaning, painting, and other repairs and upgrades. Funding in fiscal year 2013 is intended for duct cleaning at the A & B Buildings of the High School, asbestos abatement at the Mitchell School, flooring replacement at the Broadmeadow School and the Library, and xeriscaping at the High School. Additional work planned for the Hillside School will include remediation of flooding issues, upgrades to the boiler room, repair to the floor and stairs, and upgrading of AC units. At the Mitchell School, repairs to gutters and downspouts, fuel oil containment work (or conversion to natural gas), handrail upgrades, and egress analysis will be performed.*

Structural Firefighting Gear *Structural firefighting protective gear has a life expectancy of 10 years depending on exposure and wear. The Fire Department is requesting replacement of this gear for twenty (20) firefighters who will be using gear that is over 11 years old at the time of replacement.*

Deputy Chief Vehicle/C-3 *This request is to replace a 2004 Ford sedan that is used daily by the Deputy Chief of Operations. Currently the vehicle has over 56,000 miles, and at the time of replacement is estimated to have over 70,000 miles of service. At the time of replacement, the vehicle will be nine years old, up to two years beyond its scheduled replacement. A new vehicle will be purchased and put into service as C-1. The current C-1 will then be passed down to replace C-3.*

Unit	Division	Year	Description	Miles	Cost
C-3	Fire	2004	Crown Victoria/Replace with SUV	56,500	$35,000

School Furniture, Musical Instruments, And Graphic Arts Equipment *The School Furniture Replacement Program began in fiscal year 2005 and is geared toward replacing furniture in school facilities which are not scheduled to undergo capital renovation/ addition projects in the near future (Hillside, Mitchell, Newman and Pollard). In these schools, furniture is 10-20+ years old and in a state of disrepair after decades of heavy use. By FY2015, all furniture in 'poor' condition will have been replaced at all four schools. The FY2013-FY2017 funding request begins the replacement of furniture in fair condition at these schools.*

Fiscal year 2013 represents the eighth year of the musical equipment replacement cycle. The scheduled replacements in FY2013 are additional middle school percussion instruments, additional string instruments, and assorted elementary school Orff percussion instruments. The purpose of the program is to replace musical instruments, especially large string instruments and pianos, which are over 25 years old. After decades of heavy use, many of the School Department's string instruments are no longer usable or repairable. The older pianos, while still usable, are becoming increasingly costly to repair and maintain. Although students do purchase some of the less expensive instruments (clarinets, trumpets, etc.), a quality band and/or orchestra program needs to ensure balanced instrumentation to deliver the proper musical experience required by the curriculum.

Fiscal year 2013 is the first year of a request to establish an equipment replacement cycle for the Graphics Production Center at Needham High School. Although the Center received new equipment during the recent renovation at the High School, the School Department has determined that an ongoing source of funding is needed to sustain and update program equipment. During the summer of 2011, a complete inventory analysis of all equipment was completed. The equipment proposed for replacement in fiscal year 2013 includes a screen print dryer and wide format printer.

Interactive Whiteboard Technology And Technology Replacement *This interactive whiteboard project would fund the purchase and installation of interactive technology (SMART and Mimio boards) at Needham schools. The funding requested for interactive whiteboards includes the completion of the SMART Board purchase and installation at the Newman School to coincide with the return to the renovated building. Included in this purchase for Newman are 11 additional SMART Boards as well as the permanent installation of 23 existing boards and the purchase and installation of wall-mounted short throw projectors. In addition to the completion of Newman, interactive whiteboards will be added at Broadmeadow (1), Hillside (1), and Pollard (2) to advance the District's inventory towards its goal of full interactive whiteboard implementation for grades one through twelve.*

The School technology replacement program includes the replacement of 300 teacher, administrator, student, lab and laptop computers that have reached or are functioning beyond the end of their seven-year lifecycle: 169 of these computers are for teachers and administrators throughout the district; 68 are for classroom computers at Broadmeadow, Eliot, Mitchell, and Newman; and at Pollard there is a cart with 3 laptops that is being replaced. Although the majority of the computers being purchased are for the elementary schools and Pollard, FY201 represents the first year of replacement of computers and LCD projectors that have reached the end of their lifecycle at the High School. Th

placement of the High School technology will be phased in over five years. Funding in FY2013 would support 75 teacher and administrator mputers, included in the previous count of 169 teacher and administrator computers, as well as 33 student laptop computers in the library. lso included in the replacement cycle are 10 LCD projectors.

eyond the 300 teacher, administrator, student, lab and laptop computers mentioned above, this request also includes the replacement of two istrict data servers that are housed at the ETC. These servers have been running 24/7 for three and four years and will be repurposed to less itical functions for two and three years respectively. Also in this category is the replacement of eight UPS batteries that support critical rvers throughout the district. Replacement of 19 printers across the district is also included within the technology replacement cycle. The quest also includes funding for the impact of conversion to Lion, Apple's new operating system.

chool Administration Building Study *This funding will support a feasibility study of the renovation of Emery Grover and a lease/purchase lternative to the building renovation. The Emery Grover School Administration Building is in need of additional office and storage space as ell as extensive repair and modernization. The Town Facilities Master Plan had estimated the renovation cost at $11.4 million in 2008 ollars. The scope of the original renovation was to reorganize the layout of offices, make the building fully ADA accessible, remove maining asbestos and lead paint, replace deteriorating systems, and allow for full utilization of all four floors. The feasibility study will nclude studying options in the marketplace as well as alternatives for the Emery Grover Building.*

ublic Works Core Fleet *The Core fleet consists of passenger vehicles such as sedans and wagons, vans, pick-up trucks, small dump trucks, nd utility trucks. Unless circumstances require otherwise, the vehicles scheduled to be replaced in FY2013 include:*

Unit	Division	Year	Description	Miles	Cost
5	Engineering	2006	Ford E-150/8 Passenger Van	52,990	$25,000
3	Highway	2007	Ford F-350/4WD Pick-up	51,354	$52,000
9	Highway	1999	Ford F-350/One Ton Dump Truck	102,062	$67,000
	Highway	1996	IH S4900/6 Wheel Dump Truck	45,520	$171,000

now and Ice Equipment *This request will provide funding for equipment used primarily in the Snow and Ice Program. Unless ircumstances require otherwise, the vehicles and equipment proposed for replacement in FY2013 are as follows:*

Unit	Division	Year	Description	Miles	Cost
A	Highway	1988	10 Ft. Material Spreader	N/A	$31,000
11	Highway	1995	Trackless Sidewalk Tractor	N/A	$140,000

arge Specialty Equipment *Public Works specialty equipment consists of power-assisted equipment or other specialized tools used by the epartment in the performance of its work. Unless circumstances require otherwise, the vehicles scheduled to be purchased in FY2013 nclude:*

Unit	Division	Year	Description	Miles	Cost
81	Highway	1998	Elgin Pelican Sweeper	N/A	$210,000
lew	Parks	New	Groundmaster Mower	N/A	$61,500

mall Specialty Equipment *This program provides funding to purchase new and replace existing Public Works specialty equipment. This quipment is critical for the efficient operation of the Department's maintenance programs. The purchase of this equipment will increase roductivity and expand the use of maintenance dollars. Unless circumstances require otherwise, the equipment scheduled to be replaced in Y2013 includes:*

Unit	Division	Year	Description	Miles	Cost
54	Parks	1989	Brush Chipper	N/A	$41,000

MOVED: That the Town vote to raise and/or transfer and appropriate a sum for General Fund Cash Capital, to be spent under the direction of he Town Manager and raised from the tax levy.

General Fund	Description	Recommended	Amendment
Community Services	Athletic Facility Improvements	$ 207,500	
Community Services	DeFazio Fields Resodding	$ 90,000	
Community Services	Rosemary Camp Trail Improvement	$ 50,000	
General Government	Desktop Virtualization	$ 130,000	
General Government	Network Hardware, Servers & Switches	$ 30,000	
Public Facilities	Core Fleet	$ 50,318	
Public Facilities	Energy Efficiency Upgrades	$ 34,815	
Public Facilities	Facilities Maintenance Program	$ 450,000	
Public Safety	Structural Fire Fighting Gear	$ 40,000	
Public Safety	Deputy Chief of Operations Vehicle	$ 35,000	
Public Schools	Technology & Equipment	$ 828,000	
Public Schools	School Administration Building Study	$ 30,000	
Public Works	Core Fleet	$ 315,000	
Public Works	Snow & Ice Equipment	$ 171,000	
Public Works	Large Specialty Equipment	$ 271,500	
Public Works	Small Specialty Equipment	$ 41,000	
	Total Appropriation	$ 2,774,133	

The following motion to amend was offered by Mr. Gerald A. Wasserman: that the main motion under Article 30 be amended b deleting the words "a sum" and inserting in place thereof the sum $2,631,633" and changing the following line items:

General Fund	Description	Recommended	Amendment
Community Services	Athletic Facility Improvements	$ 207,500	$ 192,500
Community Services	Rosemary Camp Trail Improvement	$ 50,000	$ 0
Public Works	Core Fleet	$ 315,000	$ 293,000
Public Works	Snow & Ice Equipment	$ 171,000	$ 159,000
Public Works	Large Specialty Equipment	$ 271,500	$ 227,000
Public Works	Small Specialty Equipment	$ 41,000	$ 42,000

Mr. Wasserman explained that this is a strong year with the increase in Free Cash. He explained that all items have been proper vetted and considered. He also noted that they are delaying the in-ground water system for Green's Field until next year. The amendme includes updated pricing for equipment. He stated that the Board of Selectmen unanimously recommends adoption of this article.

Mr. Richard M. Reilly, Chairman recommended adoption on behalf of the Finance Committee.

Mrs. Jeanne S. McKnight expressed interest in the Rosemary Camp Trail Improvements and suggested bringing this item back in t fall if the Community Preservation Committee statute is revised.

In response to an inquiry from Mrs. Louise L. Miller, Kate Fitzpatrick, Town Manager, advised that the Town did a study on t town buildings and came up with a five-year energy upgrade plan that could results in savings of up to $125,000.

In response to an inquiry from Susan W. Abbott, Mr. Wasserman indicated that there would be a cost to residents to have the tov deliver compost.

In response to David C. Harris, Kate Fitzpatrick advised that Desktop Virtualization includes central upgrades and rollouts in t Technology Department.

The motion to amend was presented and carried unanimously by voice vote.

ACTION : The main motion, as amended, was presented and carried unanimously by voice vote.

OTED: That the Town vote to raise and /or transfer and appropriate $2,631,633 for General Fund Cash Capital, to be spent under the irection of the Town Manager and raised from the tax levy:

General Fund	Description	Recommended
Community Services	Athletic Facility Improvements	$ 192,500
Community Services	DeFazio Fields Resodding	$ 90,000
Community Services	Rosemary Camp Trail Improvement	$ 0
General Government	Desktop Virtualization	$ 130,000
General Government	Network Hardware, Servers & Switches	$ 30,000
Public Facilities	Core Fleet	$ 50,318
Public Facilities	Energy Efficiency Upgrades	$ 34,815
Public Facilities	Facilities Maintenance Program	$ 450,000
Public Safety	Structural Fire Fighting Gear	$ 40,000
Public Safety	Deputy Chief of Operations Vehicle	$ 35,000
Public Schools	Technology & Equipment	$ 828,000
Public Schools	School Administration Building Study	$ 30,000
Public Works	Core Fleet	$ 293,000
Public Works	Snow & Ice Equipment	$ 159,000
Public Works	Large Specialty Equipment	$ 227,000
Public Works	Small Specialty Equipment	$ 42,000
	Total Appropriation	$ 2,631,633

RTICLE 31: APPROPRIATE FOR PROPERTY CQUISITION

To see if the Town will vote to raise and/or transfer and ppropriate the sum of $630,000 for acquisition of the real roperty known as 37-39 Lincoln Street, and associated nprovements thereto, to be spent under the direction of the Town Ianager, and to meet this appropriation the Treasurer, with the pproval of the Board of Selectmen, is authorized to borrow said um under M.G.L., Chapter 44, Section 7; or take any other action elative thereto.

rticle Information: The acquisition of the property at 37-39 incoln Street will contribute to the availability of surface parking n the downtown, which is seen as critical for implementation of ixed use redevelopment goals. The parcel is immediately djacent to the Chestnut Street/Lincoln Street municipal lot, and ill add approximately 26 parking spaces. The net increase in arking spaces will be impacted by future redesign of the Chestnut treet/Lincoln Street parking lots and the on-going evaluation of he "buddy parking" system. In October, 2011 the Finance Committee approved a Reserve Fund Transfer request in the mount of $25,000 to secure the property until the 2012 Annual Town Meeting.

IOVED: That the Town vote to raise and/or transfer and ppropriate the sum of $630,000 for acquisition of the real roperty known as 37-39 Lincoln Street, and associated nprovements thereto, to be spent under the direction of the Town Ianager, and to meet this appropriation the Treasurer, with the pproval of the Board of Selectmen, is authorized to borrow said um under M.G.L., Chapter 44, Section 7.

The following motion to refer was offered by Mr. effrey D. Heller: That the subject matter of Article 31 be referred ack to the Board of Selectmen and referred to the Planning Board or further study and input from the community.

Mr. Gerald A. Wasserman, Chairman, addressed this proposal on behalf of the Board of Selectmen. He stated that this article requests approval to purchase 37-39 Lincoln Street. This property will be used solely to increase public parking and to enhance the downtown area. This property is adjacent to the Chestnut Street lot and will provide 26 new spaces The net increase in parking spaces will be impacted by the future redesign of the Chestnut Street/Lincoln Street lots along with the on-going evaluation of the Chestnut Street "buddy parking" system. The Board of Selectmen unanimously recommends adoption of this article.

Mr. Richard J. Lunetta, member, addressed this proposal and recommended approval on behalf of the Finance Committee.

Mr. Jeffrey D. Heller addressed his motion to refer indicating the need for more discussion. He has not heard of the need for additional parking and is concerned with tearing down a two-family house. He asked what good is research and studies if we don't pay attention to the results and recommendations.

Mr. Wasserman advised that if we refer this article, the property will be sold to someone else. He also stated that this proposal is a part of the town's planning process.

Mrs. Paula R. Callanan indicated that she used to live on Lincoln Street and there is a huge parking problem. She urged Town Meeting to pass this article.

In response to an inquiry from Mr. Artie R. Crocker, Mr. Wasserman advised that the taxes on this property are $5,000 which would be offset by parking permit fees. He also noted that local landlords have indicated the need for additional parking. Kate Fitzpatrick, Town Manager, indicated that the article includes $30,000 for improvements.

In response to an inquiry from Mrs. Lois F. Sockol, Mr. Wasserman stated that the neighbors will be involved in the planning process but have not been involved in the purchase of this property.

In response to an inquiry from Mrs. Claire Patricia Messing, Mr. Wasserman stated that the town is not considering a parking structure because people avoid parking structures and would rather park in a lot.

After a brief discussion a motion to move the previous question was offered by Mr. Robert A. Downs. The motion was presented and carried by two-thirds on a voice vote declared by the Moderator.

ACTION: The main motion was presented and carried by the required two-thirds vote declared by the Moderator.

ARTICLE 32: APPROPRIATE FOR FIRE LADDER TRUCK

To see if the Town will vote to raise and/or transfer and appropriate the sum of $750,000 for the acquisition of a Fire ladder truck, to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto

Article Information: This request is to replace Engine #3, which is a 1994 "Quint" model truck (combination pumper/ladder). At the time of replacement, this vehicle will be over 20 years old, two years past its scheduled replacement. This is a front line emergency response vehicle, and is a vital component of the Fire Department's emergency services operation. This is a versatile piece of apparatus that is capable of providing many functions at an emergency.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $750,000 for the acquisition of a Fire ladder truck, to be spent under the direction of the Town Manager and raised from the tax levy.

Mr. John A. Bulian, Selectman, addressed this proposal and unanimously recommended adoption on behalf of the Board of Selectmen.

Mr. Richard J. Lunetta, member, Finance Committee, advised that this article is in keeping with the five-year capital plan and would replace a 1993 combination pumper/ladder vehicle. If this vehicle is not replaced, the repairs would cost approximately $39,000. He recommended approval on behalf of the Finance Committee.

In response to an inquiry from Mr. Carl Ship, Fire Chief Paul Buckley advised that the life expectancy of the ladder truck is approximately twenty years.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 33 was adopted by unanimous consent on May 7, 2012.

ARTICLE 34: APPROPRIATE FOR DPW COMPLEX RENOVATIONS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $580,000 for engineering and construction of eight garage bays and associated site improvements at the DPW Complex, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

Article Information: Planning for renovations to the DPW Complex began in 2005 following the DiNisco Design Partnership study of several Town facilities. Planning for the garage space needs continued during the construction of the Public Services Administration Building. The Norfolk County Engineering Department recently completed its survey to determine the property lines for the parcel. Several draft site plans were created resulting in a general location for the proposed garage. The proposed project consists of an eight-bay garage to be built north of the existing DPW Building and adjacent to the existing salt shed. The proposed structure will be a pre-fabricated building 60 feet wide by 160 feet long, consisting of eight 20' by 60' bays. The garage will consist of a 14 foot high steel superstructure on top of a four foot high concrete wall foundation (the overall height will be 18 feet) on a concrete slab. The structure will provide storage space for public works equipment and vehicles.

MOVED : That the Town vote to raise and/or transfer and appropriate the sum of $580,000 for engineering and construction of eight garage bays and associated site improvements at the DPW Complex, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7.

The following motion to amend was offered by Mr. Gerald A. Wasserman: That the main motion under Article 34 be amended by deleting the sum "$580,000" and inserting in place thereof the sum "$40,000" and by deleting the words "engineering and construction" and inserting in place thereof the words "feasibility and design," and by inserting after the words "Town Manager" the words "and Permanent Public Building Committee" and by deleting the phrase "and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7" and inserting in place thereof the words "and raised from the tax levy."

Mr. Wasserman noted that the original article called for engineering and construction, but more time is needed. The Board of Selectmen unanimously request adoption of the amended motion.

Mr. John P. Connelly, member, stated that the Finance Committee endorses this modified article and asks for Town Meeting support.

Mrs. Jeanne S. McKnight suggested that there is a major athletic field next door which could use employee parking if the DPW was fenced.

In response to an inquiry from Mr. Joshua W. Levy, Mr. Gerald A. Wasserman indicated that there was an in-house study but not an official feasibility study.

In response to an inquiry from Mr. Ford H. Peckham, Mr. Wasserman indicated that there will be a washing system.

Unanimous consent was given to allow Mr. Richard P. Merson, Director of Public Works, to address Town Meeting. In response to an inquiry from Mr. Jeffrey Kristeller, Mr. Merson stated that the goal is to get some of the vehicles under cover in the proposed 8 garage bays.

The motion to amend was presented and carried by majority vote on a voice vote.

ACTION: The main motion, as amended, was presented and carried by unanimous vote.

VOTED: That the Town vote to raise and/or transfer and appropriate the sum of $40,000 for feasibility and design of eight garage bays and associated site improvements at the DPW Complex, to be spent under the direction of the Town Manager and Permanent Public Building Committee, and raised from the tax levy.

ARTICLE 35 was adopted by unanimous consent on May 7, 2012.

ARTICLE 36: APPROPRIATE FOR SEWER ENTERPRISE FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate a sum for Sewer Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, said sum to be transferred from Sewer Enterprise Fund retained earnings; or take any other action relative thereto:

Group	Description	Recommended	Amendment
Sewer	Small Specialty Equipment	$ 34,000	
Sewer	Core Fleet	$ 33,100	
Sewer	Infiltration & Inflow Program	$ 550,000	
Sewer	SCADA System	$ 30,000	
	Total Appropriation	$ 647,100	

Article Information:

Small Specialty Equipment *This program provides funding to purchase new and replace existing Public Works specialty equipment. This equipment is necessary for the operation of the Department's maintenance programs. The purchase of this equipment will help to better manage the use of maintenance dollars. Unless circumstances require otherwise, the equipment scheduled to be replaced in FY2013 include:*

Unit	*Division*	*Year*	*Description*	*Miles*	*Cost*
170	*Sewer*	*2000*	*Trailer Mounted 4" Pump*	*N/A*	*$34,000*

Core Fleet *The Core fleet consists of passenger vehicles such as sedans and wagons, vans, pick-up trucks, small dump trucks, and utility trucks. Unless circumstances require otherwise, the vehicles scheduled to be replaced in FY2013 include:*

Unit	*Division*	*Year*	*Description*	*Miles*	*Cost*
11	*Sewer*	*2007*	*Ford F-150/2WD Pick-up Truck*	*48,370*	*$33,100*

Sewer System Infiltration and Inflow Program *This program supports the identification and removal of Infiltration and Inflow (I/I) in existing sewer systems. The requested funding for FY2013 is for the evaluation of infiltration, which is defined as groundwater or storm water runoff that enters the system through deteriorated pipe or manhole structures. On the basis of volume of flow and knowledge of local sewer system overflows (SSO) or basement flooding, an order of priority has been established to determine the scheduling of the engineering, design and remediation work. The highest priorities relate to locations of known surcharging with sewage overflow or release or basement flooding. The remediation proceeds in stages starting with the preliminary engineering, followed by the rehabilitation design and concluding with the rehabilitation construction.*

Work in prior years has been undertaken in Areas 11, 14, 19-1, 22, 3, 4, 30, 31, 2, 24, 21L, 1, 16. The priority was based on areas that had recorded the highest levels of infiltration. The field work was conducted in 1984, and supplemented in 1986 and 1987. The study results are now approaching 25 years old. The earliest repair work that was undertaken is approaching 20 years old, and the remaining sections identified in the original study show significantly less I/I per length of sewer main. There is a strong probability that the original high leakage areas are contributing greater amounts of infiltration than the remaining sections left to repair as identified in the original study. Therefore, the study must be updated at this time to ensure effective expenditure of Town resources to address current infiltration and inflow. The components of the first phase of the study will include engineering ($240,000), permanent and portable flow meter installation ($210,000), and rented flow meters ($100,000). The components of a future phase of the evaluation will include engineering and closed circuit TV services.

Sewer SCADA System *The Department's goal is to provide a communication and alarm system to replace the current system that is outdated and unreliable. Currently there is no linked communication between or among pump stations. The goal is to collect data from the nine sewage pumping stations, then communicate that data to a central location (likely the West Street Pump Station), allowing for efficient management and control of the sewer pumping operations. This system will alert the appropriate emergency response for on-call personnel to remotely access the system, making changes to pump stations as necessary. The current alarm call system uses an outdated verbatim call box at the four major sewage pumping stations and a light and siren system at the five smaller stations. The verbatim system is programmed to call the Police Department dispatcher when an alarm condition has occurred, who then alerts the Sewer Division on-call person. The five smaller stations rely on neighbors to call the Police Department when an alarm occurs. This funding is for a feasibility study to determine the best mode of communication for the SCADA (Supervisory Control And Data Acquisition) system.*

MOVED: That the Town vote to raise and/or transfer and appropriate a sum for Sewer Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, said sum to be transferred from Sewer Enterprise Fund retained earnings:

Group	Description	Recommended	Amendment
Sewer	Small Specialty Equipment	$ 34,000	
Sewer	Core Fleet	$ 33,100	
Sewer	Infiltration & Inflow Program	$ 550,000	
Sewer	SCADA System	$ 30,000	
	Total Appropriation	$ 647,100	

Mr. John A. Bulian, Selectman, advised that this article involves the purchase of equipment. He unanimously recommended adoption on behalf of the Board of Selectmen.

Mr. John P. Connelly, member, advised that this article plans to update equipment and infrastructure. He recommended adoption on behalf of the Finance Committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 37: APPROPRIATE FOR WATER ENTERPRISE FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate a sum for Water Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, said sum to be transferred from Water Enterprise Fund retained earnings; or take any other action relative thereto:

Group	Description	Recommended	Amendment
Water	Core Fleet	$ 117,000	
Water	Filter Media Replacement	$ 72,500	
Water	System Rehabilitation Program	$ 99,300	
Group	**Description**	**Recommended**	**Amendment**
Water	Service Connections	$ 200,000	
Water	Fire Flow Improvements	$ 350,000	
	Total Appropriation	$ 838,800	

Article Information:

Core Fleet *The Core fleet consists of passenger vehicles such as sedans and wagons, vans, pick-up trucks, small dump trucks, and utility trucks. Unless circumstances require otherwise, the vehicles scheduled to be replaced in FY2013 include:*

Unit	*Division*	*Year*	*Description*	*Miles*	*Cost*
30	*Water*	*1999*	*Ford F-350/One Ton Dump Truck*	*67,128*	*$67,000*
40	*Water*	*2000*	*Ford F-350/Utility Pick-up*	*91,719*	*$50,000*

Filter Media Replacement *Filter media is used for manganese removal at the Charles River Water Treatment Facility. All four filters at the Treatment Facility were replaced with natural greensand in 2008. This cross-referenced with work proposed for other utilities, road repairs*

or reconstruction. Unless circumstances require otherwise, projects for FY2013 include engineering and design for the installation of a new eight inch pipe (2,500 linear feet) on Grant Street from Junction Street to Dedham Avenue.

Water Service Connections *The primary purpose of this program is to remove old iron pipe water services that may contain lead from the water distribution system. Old water services are to be replaced prior to a road reconstruction/paving project. If the services are not replaced, an element of the subsurface infrastructure is susceptible to failure before the useful life of the reconstructed roadway has been realized. The FY2013 funding will provide approximately one year's value of water service replacements, which will fall in line with the road resurfacing program schedule.*

Water Fire Flow Improvements *The Water System Master Plan has identified a category of improvements for high priority action. The St. Mary Pump Station has four pumps located within the facility that are designed to pump potable water from the MWRA to supplement the Town's demand for water. Only two pumps are operable at the station, resulting in operation at a capacity less than that which is permitted (6.5 million gallons per day). The current pump station is equipped with an emergency auxiliary motor; however, it is preferable to have a standby generator similar to other pumping stations and the Charles River Water Treatment Facility. This request will provide the necessary improvements to meet future water demands, and ensure that the station has emergency back-up electrical power. The preliminary design of the station has been completed. The DPW is preparing to seek proposals for selection of a designer for the final design and the Owner's Project Manager (OPM) services. The costs of OPM services were not originally included in the budget for the project budget. $350,000 is being requested to cover the entire design and construction services for the OPM. A request for funding for the St. Mary Pump Station Improvement Project construction will be proposed for fiscal year 2014 at an expected amount of $5,070,000.*

MOVED: That the Town vote to raise and/or transfer and appropriate a sum for Water Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, said sum to be transferred from Water Enterprise Fund retained earnings:

Group	Description	Recommended	Amendment
Water	Core Fleet	$ 117,000	
Water	Filter Media Replacement	$ 72,500	
Water	System Rehabilitation Program	$ 99,300	
Group	**Description**	**Recommended**	**Amendment**
Water	Service Connections	$ 200,000	
Water	Fire Flow Improvements	$ 350,000	
	Total Appropriation	$ 838,800	

The following motion to amend was offered by Mr. John A. Bulian: that the main motion under Article 37 be amended by deleting the words "a sum" and inserting in place thereof the sum "$416,300" and by changing the following line items:

Group	Description	Recommended	Amendment
Water	Filter Media Replacement	$ 72,500	$ 0
Water	Fire Flow Improvements	$ 350,000	$ 0

Mr. Bulian stated that this is another equipment replacement article. The Board of Selectmen unanimously recommended adoption of the main motion and the motion to amend.

Mr. John P. Connelly, member, concurred with Mr. Bulian that this article is routine. He recommended adoption of both the main motion and the motion to amend on behalf of the Finance Committee.

In response to an inquiry regarding the St. Mary Street pumping station from Louise L. Miller, Mr. Bulian advised that the funding plan will be presented in the fall of 2012.

The motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and/or transfer and appropriate $416,300 for Water Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, said sum to be transferred from Water Enterprise Fund retained earnings:

GROUP	DESCRIPTION	RECOMMENDED	AMENDMENT
Water	Core Fleet	$ 117,000	$ 117,000
Water	Filter Media Replacement	$ 72,500	$ 0
Water	System Rehabilitation Program	$ 99,300	$ 99,300
Water	Service Connection	$ 200,000	$ 200,000
Water	Fire Flow Improvements	$ 350,000	$ 0
	Total Appropriation		$ 416,300

ARTICLE 38 was adopted by unanimous consent on May 7, 2012.

ARTICLE 39: ESTABLISH AND APPROPRIATE TO ATHLETIC FACILITY IMPROVEMENT FUND

To see if the Town will vote to establish a fund under the provisions of M.G.L. c, 40 Section 5B as amended by Section 14 of Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003 to be known as the Athletic Facility Improvement Fund. The purpose of this Fund is to allow the Town, from time to time, by appropriation, to reserve funds for the design, maintenance, renovation, reconstruction or construction of athletic facilities; and further to raise, and/or transfer and appropriate the sum of $282,728 to the fund; or take any other action relative thereto.

Article Information: This article seeks to create an athletic facility stabilization fund to set aside capital funds for renovation and reconstruction of the Town's athletic facilities, particularly Memorial and DeFazio, which were renovated as part of a remarkable public/private partnership at a cost of more than $7 million. Replacement of the synthetic turf fields is expected to be in the $1.6 to $1.8 million range in the coming years.

MOVED: That the Town vote to establish a fund under the provisions of M.G.L. c, 40 Section 5B as amended by Section 14 of Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003 to be known as the Athletic Facility Improvement Fund. The purpose of this Fund is to allow the Town, from time to time, by appropriation, to reserve funds for the design, maintenance, renovation, reconstruction or construction of athletic facilities; and further to raise, and/or transfer and appropriate the sum of $282,728 to the fund.

Mr. John A. Bulian, member, addressed this proposal on behalf of the Board of Selectmen. He stated that the establishment of the Athletic Facility Improvement Fund would be a start in preparing for the replacement of synthetic turf fields. These fields need to be replaced every eight to ten years. Mr. Bulian stated that the Board of Selectmen unanimously recommends adoption of this article.

Cynthia J. Chaston, Vice Chairman, requested support of this article on behalf of the Park and Recreation Commission. She noted that the cost to replace the field turf is $1.5 million.

Mr. Richard M. Reilly, Chairman, recommended approval on behalf of the Finance Committee.

In response to an inquiry from Mr. Paul A. Siegenthaler, Mr. Bulian said the user fees are used for all fields.

In response to an inquiry from Mrs. Deborah S. Winnick, Mr. Bulian suggested that the Town would not solicit funds but would accept donations for the replacement of the synthetic turf.

In response to an inquiry from Mr. Reginald C. Foster, both Mr. Bulian and Mrs. Chaston acknowledged that their boards were very satisfied with the performance of these fields.

Mrs. Jeanne S. McKnight stated that the proposed amendment to the Community Preservation Act has been passed by the House. However, these amendments will not apply to the synthetic turf fields.

In response to an inquiry from Mrs. Georgina Arrieta-Ruetenik, Town Manager Kate Fitzpatrick stated that the future replacement of synthetic turf will include disposal of the old turf.

ACTION: The main motion was presented and carried by the required two-thirds vote on a voice vote declared by the Moderator.

ARTICLE 40: APPROPRIATE TO CAPITAL IMPROVEMENT FUND

To see if the Town will vote to raise, and/or transfer and appropriate a sum to the Capital Improvement Fund, as provided under M.G.L., Ch. 40, Sec. 5B as recently amended by Section 14 of Chapter 46 of the Acts of 2003 and Section 19 of Chapter 140 of the Acts of 2003, said sum to be raised from the tax levy; or take any other action relative thereto.

Article Explanation: Under Article 58 of the May 2004 Annual Town Meeting, the Town voted to establish the General Fund Cash Capital Equipment and Facility Improvement Fund for the purpose of setting aside funds for future capital investment. Over time, as the fund grows and is supported, it will be one of the tools in the overall financial plan of the Town. Maintaining and supporting such funds is looked upon favorably by the credit rating industry. The December 31, 2011 balance in the fund is $561,688.

MOVED: That the Town will vote to raise, and/or transfer and appropriate a sum to the Capital Improvement Fund, as provided under M.G.L., Ch. 40, Sec. 5B as recently amended by Section 14 of Chapter 46 of the Acts of 2003 and Section 19 of Chapter 140 of the Acts of 2003, said sum to be raised from the tax levy.

A motion to discuss Articles 40 and 41 together and vote on separately was offered by Mr. Matthew D. Borrelli. Mrs. Louise L. Miller noted that the issues are different and should be discussed separately. The motion was presented but it failed to pass.

The following motion to amend was offered by Mr. Maurice P. Handel: that the main motion under Article 40 be amended by deleting the words "a sum" and inserting in place thereof the sum "$50,000".

Mr. Matthew D. Borrelli, Selectman, addressed this proposal on behalf of the Board of Selectmen. He stated that this proposal represents sound municipal finance practice and recommended adoption on the main motion and the motion to amend.

Mr. Richard M. Reilly, Chairman, addressed this proposal on behalf of the Finance Committee. He indicated that these several articles are rainy day funds and that this type of backup funding is clearly prudent. The Finance Committee recommends approval of this article.

Louise L. Miller commented that this fund currently has approximately $600,000 and this article is adding an additional $50,000.

Mr. Handel's motion to amend was presented and carried by majority vote.

ACTION: The main motion, as amended, was presented and carried by the required two-thirds vote declared on a voice vote by the Moderator.

VOTED: That the Town will vote to raise, and/or transfer and appropriate $50,000 to the Capital Improvement Fund, as provided under M.G.L., Ch. 40, Sec. 5B as recently amended by Section 14 of Chapter 46 of the Acts of 2003 and Section 19 of Chapter 140 of the Acts of 2003, said sum to be raised from the tax levy.

ARTICLE 41: APPROPRIATE FOR CAPITAL FACILITY FUND

To see if the Town will vote to raise and/or transfer and appropriate a sum to the Capital Facility Fund as provided under the provisions of M.G.L. Chapter 40, Section 5B as amended by Section 14 of Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003, said sum to be raised from the Tax Levy; or take any other action relative thereto.

Article Information: Established at the 2007 Annual Town meeting, this fund is intended to be part of the Town's planning strategy for addressing capital facility maintenance needs by providing a reserve to address extraordinary building repairs and related expenses at times when other resources are unavailable. The purpose of this fund is to allow the Town, from time to time, by appropriation, to reserve funds for design, maintenance, renovation or reconstruction relating to the structural integrity, building envelope or MEP (mechanical, electrical, plumbing) systems of then existing capital facilities. The December 31, 2011 balance in the fund is $734,117.

MOVED: That the Town vote to raise and/or transfer and appropriate a sum to the Capital Facility Fund as provided under the provisions of M.G.L. Chapter 40, Section 5B as amended by Section 14 of Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003, said sum to be raised from the Tax Levy.

The following motion to amend was offered by Mr. Maurice P. Handel: that the main motion under Article 41 be amended by deleting the words "a sum" and inserting in place thereof the sum "$140,370".

Mr. Matthew D. Borrelli, Selectmen, addressed this and recommended adoption on behalf of the Board of Selectmen. He stated that this article is to set aside funds to address extraordinary building repairs and expenses at times when other funds are not available.

Mr. Richard M. Reilly, Chairman, recommended adoption on behalf of the Finance Committee.

Mr. Handel's motion to amend was presented and carried by unanimous vote.

ACTION: The main motion, as amended, was presented and carried by two-thirds vote on a voice vote declared by the Moderator.

VOTED: That the Town vote to raise and/or transfer and appropriate $140,370 to the Capital Facility Fund as provided under the provisions of M.G.L. Chapter 40, Section 5B as amended by Section 14 of Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003, said sum to be raised from the Tax Levy.

ARTICLE 42: OMNIBUS

To see if the Town will vote to raise by taxation, transfer from available funds, by borrowing or otherwise, such sums as may be necessary for all or any of the purposes mentioned in the foregoing articles, especially to act upon all appropriations asked for or proposed by the Selectmen, or any Town officer or committee, to appoint such committees as may be decided upon and to take action upon matters which may properly come before the meeting; or take any other action relative thereto.

At this time the Moderator announced that there were no proposals under the Omnibus Articles and he declared the articles disposed of.

The Moderator thanked State Representative Denise C. Garlick for attending many of our 2012 Town Meeting sessions and for serving our community well. He thanked Kate Fitzpatrick for her hard work as Town Manager and for getting the James Hugh Powers Hall ready for Town Meeting and Sandy Cincotta, Assistant to the Town Manager, for manning the audio visual aids during our sessions. He thanked the two departing Finance Committee members, Steven Rosenstock and Matt Borrelli. He noted that Steven has served at least two terms on the Finance Committee and Matt served as a member and this year as Chairman until his election to the Board of Selectmen.. He also thanked the Finance Committee who is an extension of Town Meeting. He noted that this committee works throughout the year dealing with financial matters. The members are volunteers and work many unpaid hours. He thanked the Executive Secretary to the Finance Committee, Louise Mizgerd, for the work she does for that committee. The Moderator thanked Ned Cooley and Brendan Conway for manning the microphones and the following individuals and groups for their participation in Town Meeting: Mark Mandel and the Needham Cable Channel for setting up and

running the cameras as well as broadcasting and recording our meetings; the Town Clerk and her staff for recording the minutes and taking attendance each evening; all town Department Managers for attending each Town Meeting and being ready to answer any questions relating to their departments. He asked all Town Meeting Members with over 25 years of service to please stand and be recognized. He announced to the new Town Meeting Members that title of the longest standing Town Meeting Member has passed from James Hugh Powers to Paul H. Attridge who is in his fifty-first year of continuous service.

And finally, the Moderator commented that all Town Meeting Members should look at the view from the Town Hall James Hugh Powers Hall. It is stunning!

At 9:40 P.M. Mr. Gerald A. Wasserman on behalf of the Board of Selectmen moved to dissolve the Annual Town Meeting with the following Resolution:

THE FOLLOWING RESOLUTION

Was offered

In memory of

Jane Howard

WHEREAS: Jane (Amsterdam) Howard was born and raised in White Plains, New York. She graduated from Tufts University with a degree in physical education, and earned her Master's Degree in counseling from the University of Pennsylvania. She settled in Needham where she raised her two sons, Daniel and James, and later met her dear friend Ford Peckham; and

WHEREAS: For Jane Howard, international education was a life-long passion. She was the Director of International Student Affairs at Mt. Ida College for more than 20 years, and worked for decades with the American Field Service – an exchange program that places students with families all over the world. She served on the board of the National Association of Foreign Student Advisors; and

WHEREAS: Jane was the first female president of the Broadmeadow PTC, and served as a member of the organization that later became the Pollard PTC. She served as Chair of Fundraising for Needham High School's "Friends of Music," and in 1985 organized the School's first international concert tour, involving over 100 students, helping to raise $20,000 in just six months to defray the cost; and

WHEREAS: An organizer extraordinaire, Jane embodied the values of hard work, service to others, and unconditional love for her family and friends. For more than forty years she was a volunteer for the Channel 2 Auction. She was a member of the Needham Women's Club for forty years, serving as President from 1976 –1978. She worked with the Needham Exchange Club's Child Abuse Prevention Center, volunteered at the Special Olympics and at Charles River ARC, and taught swimming classes for children with special needs. She was extraordinarily proud of her association with "Needham Cares," and traveled to Mississippi on more than one occasion to perform relief work for victims of Hurricane Katrina; and

WHEREAS: Jane served as the Minibus Coordinator for the Town of Needham. For more than 20 years she compiled and edited the Annual Town Report, for which she was recognized in 2002 when the Town received first prize in the Massachusetts Municipal Association's Town Report contest. Jane served as a member of the Finance Committee, the Transportation Committee, the Golf Course Advisory Committee, and the Community Preservation Committee. In 2006, Jane was awarded the Richard Patten Melick Award for outstanding community service to the Town of Needham, and she served as a Town Meeting member from 1981 through 2011; and

WHEREAS: As Town Meeting concludes, many will remember fondly Jane's critical role as the organizer of the coffee and donuts – providing needed refreshment without missing an opportunity to raise funds for her beloved AFS programs;

NOW THEREFORE, be it resolved by this body that the 2012 Annual Town Meeting be dissolved in honor of the many civic and community contributions of Jane Howard to the Town of Needham.

ACTION: At 9:40 P.M. on Wednesday, May 16, 2012, the Resolution was presented and carried unanimously by voice vote.

Theodora K. Eaton, MMC
Town Clerk

A true copy
ATTEST:

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